

**GSA Council Meeting AGENDA**  
Monday, 28 February 2022 at 6:00 pm  
Held online via Zoom

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

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

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

**Speaker Lauren Hill in the Chair**

**OPEN SESSION**

**Attached Numbered  
Pages**

1. Approval of the 28 February 2022 Agenda (*suggested time: 1 min*)
2. Approval of the Minutes from the 17 January 2022 GSA Council Meeting (*suggested time: 1 min*)  
*Attachment:*
  - i. Minutes from the 17 January 2022 GSA Council Meeting **2.0 - 2.5**
3. Changes in GSA Council Membership (*suggested time: 1 min*)
  - i. Introduction of New GSA Council Members (*If you are new to GSA Council, please let us know it is your first meeting*)
  - ii. Farewell to Departing GSA Council Members (*If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know*)

**GSA Council Member Announcements**

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

**Presentations**

5. Update on Faculty of Graduate Studies and Research (FGSR) Initiatives (*suggested time: 30 mins*)  
**Anas Fassih (President) will present the item and introduce the guest.**

**Guest:** Dr. Brooke Milne (Vice-Provost and Dean of FGSR)

6. Campus and Community Recreation (CCR) Fees (*suggested time: 20 mins*)  
**Paresh Kumar (Vice-President Student Services) will present the item and introduce the guests.**

**Guests:** Ian Reade (Director, Athletics and Assistant Dean, Student Services) and Cheryl Harwardt (Director, Campus and Community Recreation)

*Attachment:*

- i. Athletics and Recreation Fee Presentation **6.0 - 6.16**

## Action Items

7. Operating and Capital Budget (2022-2023), Labour Union Dues (2022-2023), and Restricted and Other Funding Budget (2022-2023) AND Operating and Capital Three-Year Budget/Business Plan (2022-2025), Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025) (*suggested time: 20 mins*)

**Anas Fassih (President and Chair of the GSA Budget and Finance Committee) will present the item. Shirley Ball (Accountant) and Dorte Sheikh (Financial Manager) will be present to answer questions.**

**GSA BFC members who are also members of GSA Council:** Anas Fassih (President and GSA BFC Chair), Jessica Grenke (Vice-President Labour and GSA BFC Vice-Chair), Omnath Ekambaram (Chemical & Materials Engineering Council Member and GSA BFC Member)

**GSA BFC voting members invited to GSA Council as guests:** Maria Bartoli and Solbee Seo

### *Attachments:*

- |  |                    |
|--|--------------------|
| i. Cover Letter from the President to GSA Council  | <b>7.0 - 7.3</b>   |
| ii. Outline of Issue: Operating and Capital Budget (2022-2023), Labour Union Dues (2022-2023), and Restricted and Other Funding Budget (2022-2023) <u>AND</u> Operating and Capital Three-Year Budget/Business Plan (2022-2025), Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025) | <b>7.4 - 7.5</b>   |
| iii. Operating and Capital Three-Year Budget/Business Plan (2022-2025)   | <b>7.6 - 7.14</b>  |
| iv. GSA 2022-2023 Operating Budget (Including Capital Budget) Report (Narrative)   | <b>7.15 - 7.25</b> |
| v. Labour Union Dues Three-Year Budget/Business Plan (2022-2025)   | <b>7.26</b>        |
| vi. Labour Union Dues (2022-2023) Report (Narrative)   | <b>7.27</b>        |
| vii. Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025)  | <b>7.28 - 7.29</b> |
| viii. GSA 2022-2023 Restricted and Other Funding Budget and Expenditure Report (Narrative)   | <b>7.30 - 7.31</b> |

8. GSA 2021-2022 Winter Term Budget and Expenditure Report (*suggested time: 10 mins*)

**Anas Fassih (President and Chair of the GSA Budget and Finance Committee) will present the item. Shirley Ball (Accountant) and Dorte Sheikh (Financial Manager) will be present to answer questions.**

**GSA BFC members who are also members of GSA Council:** Anas Fassih (President and GSA BFC Chair), Jessica Grenke (Vice-President Labour and GSA BFC Vice-Chair), Omnath Ekambaram (Chemical & Materials Engineering Council Member and GSA BFC Member)

**GSA BFC voting members invited to GSA Council as guests:** Maria Bartoli and Solbee Seo

### *Attachments:*

- |  |                  |
|--|------------------|
| i. Cover Letter from the President to GSA Council            | <b>8.0 - 8.1</b> |
| ii. Outline of Issue   | <b>8.2</b>       |
| iii. GSA 2021-2022 Winter Term Budget and Expenditure Report | <b>8.3 - 8.5</b> |

9. Recommended Changes to GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board (*suggested time: 10 mins*)

**Anas Fassih (President and Chair of the GSA Governance Committee) will present the item.**

### *Attachments:*

- |  |                  |
|--|------------------|
| i. Outline of Issue  | <b>9.0 - 9.3</b> |
| ii. Recommended Changes to GSA Policy, Section H: Double Column Document | <b>9.4 - 9.8</b> |

## Elections

10. GSA Council Elections (*suggested time – 10 mins*)  
**Violet Sun (GSA Nominating Committee Member) will present the item.**

GSA Standing Committees



- a. GSA Appeals and Complaints Board (GSA ACB) (1 term renewal for a GSA member and 2 vacancies for GSA members)

*Attachment:*

- i. Renewal of a GSA ACB Term (1 position, 1 nominee) 10.0 - 10.1
- ii. Nominees for the GSA ACB (2 vacancies, 2 nominees) 10.2 - 10.3

- b. GSA Governance Committee (GSA GC) (2 vacancies for GSA Councillors)

*Attachment:*

- i. Nominees for the GSA GC (2 vacancies, 1 nominee) 10.3 - 10.4

**Reports** (suggested time: 15 mins)

- 11. President (**Anas Fassih, President**)
  - i. President's Report 11.0 - 11.2
  - ii. GSA Board Report 11.3 - 11.4
  - iii. GSA Budget and Finance Committee Report 11.5
  - iv. GSA Equity, Diversity and Inclusion Committee Report 11.6
  - v. GSA Governance Committee Report 11.7
  
- 12. Vice-President Academic (**Kathy Haddadkar, Vice-President Academic**)
  - i. Vice-President Academic's Report 12.0 - 12.1
  
- 13. Vice-President External (**Mohd Tahsin Bin Mostafa, Vice-President External**)
  - i. Vice-President External's Report 13.0 - 13.1
  - ii. GSA Awards Selection Committee Report 13.2
  
- 14. Vice-President Labour (**Jessica Grenke, Vice-President Labour**)
  - i. Vice-President Labour's Report 14.0 - 14.11
  - ii. GSA Labour Relations Committee Report 14.12
  
- 15. Vice-President Student Services (**Paresh Kumar, Vice-President Student Services**)
  - i. Vice-President Student Services' Report 15.0 - 15.1
  
- 16. Senator (**Peter Isesele, Senator**)
  - i. Senator's Report (**no written report at this time**)
  
- 17. Speaker (**Lauren Hill, Speaker**)
  - i. Speaker's Report (**no written report at this time**)
  
- 18. Chief Returning Officer (**Muneeb Mohiuddin, Chief Returning Officer**)
  - i. Chief Returning Officer's Report 18.0
  
- 19. GSA Nominating Committee (**Kenzie Gordon, GSA Nominating Committee Chair**)
  - i. GSA Nominating Committee Report 19.0 - 19.1
  
- 20. GSA Elections and Referenda Committee (**Jennifer Bertrand, GSA Elections and Referenda Committee Chair**)
  - i. GSA Elections and Referenda Committee Report 20.0
  
- 21. GSA Management (**Courtney Thomas, Executive Director**)
  - i. Executive Director's Report 21.0 - 21.5

**Question Period**

- 22. Written Questions (**none received at this time**)
  
- 23. Oral Questions

**Adjournment**

**GSA Council Meeting MINUTES**  
Monday, 17 January 2022 at 6:00 pm  
Held online via Zoom

**IN ATTENDANCE:**

|  |  |   |  |
|--|--|---|--|
| Anas Fassih (President)                      | Ish Jain (Biological Science)                              | Jesse Alook (Indigenous GSA)                            | Shubham Soni (Paediatrics)                       |
| Kathy Haddadkar (VP Academic)                | Ryan Denton (Biomedical Engineering)                       | Sukhpreet Kaur Khalsa (Internetworking)                 | Alexia Maheux (Pharmacology)                     |
| Mohd Tahsin Bin Mostafa (VP External)        | Juan Alcantara (Business MBA)                              | Matt Ormandy (KSR)                                      | Fadumo Isse (Pharmacy & Pharmaceutical Sciences) |
| Jessica Grenke (VP Labour)                   | Jennifer Sloan (Business PhD)                              | Janet Zhou (Laboratory Medicine & Pathology)            | Bryanna Chan (Physical Therapy)                  |
| Paresh Kumar (VP Student Services)           | Brenna Hourigan (Cell Biology)                             | Kim Jones; Maia Trotter (Library & Information Studies) | Hamid Hassani (Physics)                          |
| Lauren Hill (Speaker)                        | Omnath Ekambaram (Chemical & Materials Engineering)        | Hannah Lam (Linguistics)                                | Isha Ralhan (Physiology)                         |
| Sana Amjad (Deputy Speaker)                  | Karen Hoy (Chemistry)                                      | Alain Gervais (Mathematical & Statistical Sciences)     | Telisa Courtney (Political Science)              |
| Sophie Shi (DRO)                             | Sana Homsy (Communication Sciences & Disorders)            | Luthfia Friskie (Media and Technology Studies)          | Emilie Desnoyers (Psychiatry)                    |
| Peter Isesele (Senator)                      | Ifaz Kabir (Computing Science)                             | Kara Goodkey (Medical Genetics)                         | Angela Ma (Psychology)                           |
| Amber Ali (Councillor-at-Large)              | Nathalia Fernandes Fagundes (Dentistry)                    | Calvin Gordon (Medical Microbiology & Immunology)       | Nazif Mahub (Public Health)                      |
| Laura Manerus (Councillor-at-Large)          | Xavia Publius (Drama)                                      | Billy Wang (Medicine)                                   | Kathryn Lambert (Rehabilitation Science)         |
| Sanhita Pal (Councillor-at-Large)            | Kasjan Koziak (Economics)                                  | Shahab Nadimi (MLCS)                                    | Elena Schaefer (Renewable Resources)             |
| Varshini Prakash (Councillor-at-Large)       | Priscilla Luu (Educational Policy Studies)                 | Noam Steinberg (Neuroscience)                           | Hotaka Kobori (REES)                             |
| Sabrina Rashid Sheonty (Councillor-at-Large) | Mohammad Humayun Kabir (Electrical & Computer Engineering) | Lily Lu (Nursing)                                       | Robert Piazza (Secondary Education)              |
| Saeed Siddik (Councillor-at-Large)           | Yina Liu (Elementary Education)                            | Alicia Chichak (Occupational Therapy)                   | Rebekah McNeilly (Sociology)                     |
| Madeleine Fleming (Biochemistry)             | Anita Amir Labonno (Human Ecology)                         | Benjamin Schultz; Yan Shu Kong (Oncology)               | Kasra Shayeganpour (Surgery)                     |

Guests: Dr. Bill Flanagan (President and Vice-Chancellor); Melissa Padfield (Vice-Provost and University Registrar); Kenzie Gordon (GSA Nominating Committee Chair).

Speaker Lauren Hill in the Chair.

The meeting was called to order at 6:01 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

**Approval of Agenda****1. Approval of the 17 January 2022 Consolidated Agenda**

Members had before them the 17 January 2022 Consolidated Agenda, which had been previously distributed on 14 January 2022. R Piazza **MOVED**; I Jain **SECONDED**.

Prepared by M Toghrai and F Robertson for GSA Council 17 January 2022

Motion **PASSED** unanimously.

### Approval of Minutes

#### **2. Minutes from the 15 November 2021 GSA Council Meeting**

Members had before them the 15 November 2021 GSA Council meeting minutes, which had been previously distributed on 7 January 2022. A Ma **MOVED**; R Piazza **SECONDED**.

Motion **PASSED** unanimously.

### Changes in GSA Council Membership

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

- i. **Introduction of New Councillors:** A Chichak (Occupational Therapy); K Goodkey (Medical Genetics); H Hassani (Physics); S Homsy (Communication Sciences & Disorders); P Luu (Educational Policy Studies); N Mahhub (Public Health); S Nadimi (MLCS); M Trotter (Library & Information Studies).

- ii. **Farewell to Departing GSA Council Members:** None

### GSA Council Member Announcements

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

A Fassih announced that the GSA was looking to expand its communications outreach by featuring graduate student profiles. A written statement and photo or a video (GSA staff can assist with recording) were welcome. Interested members could contact the GSA at [gsa.frontdesk@ualberta.ca](mailto:gsa.frontdesk@ualberta.ca).

### Presentations

#### **5. University of Alberta Tomorrow and University Growth Strategy**

A Fassih (President) presented the item and introduced the guest (Dr. B Flanagan, President and Vice-Chancellor) to update GSA Council members on the University of Alberta Tomorrow restructuring initiative.

B Flanagan first acknowledged the difficult decision to move back to remote delivery, in light of the current wave of the pandemic. Turning to the University of Alberta for Tomorrow, B Flanagan noted that the restructuring initiative was well underway with the new college model being implemented this past July. This was an ambitious program of academic and administrative restructuring, in which graduate students had played an important role.

It is hoped that the initiative would drive interdisciplinary teaching and research and help to facilitate administrative restructuring as services were centralized to help maintain a high level of access for students in light of the recent large reduction in staffing as a result of budget pressures. The University would complete the difficult task of the job reduction strategy in March and was prepared for the \$54 million cut to the Campus Alberta grant that was anticipated in the Government of Alberta's 2022-2023 budget. The Administration's goal had been to reduce administrative costs but not at the expense of quality. This was challenging work and we would soon emerge from a position of cost containment and looking to a growth strategy.

B Flanagan presented the growth strategy, which involved an expansion from 42,000 students to 50,000 and could be achieved through demographic growth in Alberta alone. As a province, the University would need to provide opportunities for young Albertans and young students. This was a great opportunity to grow. An additional 10,000 students could generate \$180 million in new revenue, which could fund up to 500 new faculty members – more faculty meant more capacity for graduate students. Growing graduate programs could also yield impressive results of their own. Administration continued to meet with Government Ministries as they were particularly interested in supporting growth for young Albertans to address labour shortages and provide more opportunities. The University currently had a proposal with the Government to demonstrate how they could grow enrollment and the many benefits of that growth.

The University had proposed to the Government of Alberta that the U of A's accounts be deconsolidated from the public finances to allow the University to manage its own expenditures from reserve funds to help support an ambitious growth strategy. The current model caused significant issues for the University – as the province was in debt and under great pressure to reduce expenditures, every dollar the University spent appeared as provincial spending from an accounting perspective. This model hindered the University because growth would require spending money. Typically, an organization would use reserve funds to finance growth initiatives, but this also appeared as provincial spending under the current model. Reserve fund resources would be crucial for the University's growth. The Minister of Advanced Education recently announced that he would proceed with removing the University from public accounts; this would require legislative reform to the *Post-Secondary*

*Learning Act* and would likely happen in the spring. This was very significant for forward movement on this issue. Alberta was an exception in this regard and this change would move us toward the standard across the rest of the country.

B Flanagan also explained that this would involve the Government of Alberta no longer appointing the majority of the members on the Board of Governors, and the Board Chair no longer being selected by the Government but elected by the Board itself. The University had also submitted a proposal to ask for governmental financial support in relation to a short-term growth strategy that involved growing enrolment by 3,500 students in the next two years. The University also hoped to develop a more dedicated online learning strategy to support 5,000 online learners in the next five years.

GSA Council Members then posed a series of questions including, but not limited to: the deconsolidation of finances and if this would render the University a private institution (B Flanagan clarified that the University would remain a public institution, accountable to the public); what oversight there would be over University spending (B Flanagan explained that the government had other oversight mechanisms that the University would still be required to meet, such as regulated tuition, conditions on government grants, and performance measures; audit information would also remain publicly available); who would be appointing Board of Governor members (the government would still appoint members, but no longer the majority of members and the Chair of the Board would be elected by its own members, rather than appointed by the government); if other Alberta institutions were planning similar growth strategies (the University had many discussions with their colleagues across Alberta; we were seeing greater demand than other institutions and our application numbers were increasing significantly more than the others); if the Government had requested growth in specific strategic areas or programs (current proposal was very robust and aimed to grow by 3,500 students, based on consultation with faculties regarding their own capacities for growth; the University wanted to focus on the areas where the government saw labour shortages); how graduate students were factored into the growth strategy, and how funding packages would attract graduate students (B Flanagan acknowledged that being a great research university meant having a robust and thriving graduate program to draw students from across Canada and around the world; additional faculty members were essential and growing the faculty compliment would have a direct impact on how we can grow graduate studies and available funding).

#### **6. Student Service Centre and Graduate Financial Aid**

A Fassih (President) presented the item and introduced the guest (M Padfield, Vice-Provost and University Registrar).

M Padfield presented on the Student Service Centre (SSC), and their work with the Faculty of Graduate Studies and Research (FGSR) to achieve a balance in services for graduate students. Additionally, the Student Advisory Committee, with seven graduate student representatives, would ensure the unique needs of graduate students were not overlooked. The SSC was located in the Administration building and would move to the University Commons once construction was complete. They also would take questions via email, phone and the chatbot 'Vera'.

M Padfield also presented on the funding administered by the Registrar's Office to graduate students and noted that this was needs-based funding, while FGSR and departments administered merit-based funding. It was noted that \$2.77 million was administered in graduate financial supports last year. Tuition offsets, which come from the increase in tuition, helped expand funding from \$11,000 per student to up to \$18,000 per student. The University calculated needs-based funding based on loan assessments and a moderate standard of living and considers other factors (such as childcare expenses) when assessing needs, and up to 48% of the annual cost to attend the University could be covered by bursary support. She also noted that, along with the GSA, work was ongoing to secure more dedicated funding for graduate students through University Advancement.

GSA Council Members then posed a series of questions including, but not limited to: how to apply for bursaries and what type of information they would need to provide (bursary intake was open all the time and Emergency Loans could be issued very quickly, as could Emergency Bursaries; the Minimum Standard of Living (MSOL) included a tech allowance, which was currently under review to decide if it should be adjusted) and what type of proof international students needed to provide if their funding had changed from when they qualified for a student visa (M Padfield explained that to obtain a study permit one must demonstrate first that you could pay for your program; the test for a financial shortfall with international students was a change in circumstances – the unforeseen circumstance must be substantiated and in alignment with MSOL to warrant bursary funds).

### **Discussion Items**

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

A Fassih (President) presented the item and noted this was a regular update to GSA Council; a previous update was brought to Council in October 2021 and the next update would be the final one of the 2021-2022 year, scheduled to be presented in April

2022. As in previous years, the SWP embodied the three distinct themes of “Connect”, “Support”, and “Advocate.” The 2021-2022 SWP was developed following consultation with graduate students through town hall events and a survey.

Student-supervisor relationships remained a high priority following the implementation of new Faculty of Graduate Studies and Research (FGSR) guidelines, but next steps would be aimed at advocating for improved and guaranteed funding packages. Another priority was to continue to advocate for FGSR to remain a standalone faculty in the face of the academic restructuring.

A Fassih also made reference to the attached document, particularly to sections pertaining to the multi-year agreement with the University regarding the cost of the Graduate Student Assistance Program (GSAP); the recently-signed letter demanding that the University improve its response and prevention framework regarding sexual violence; the upcoming effort to solicit feedback on the GSA Health and Dental Plan; and GSA involvement in the national advocacy efforts towards establishing dedicated and robust immigration streams for graduate students.

### **8. Academic Restructuring Update**

A Fassih (President) presented the item by noting that much of the update was already covered by presenters B Flanagan and M Padfield. He noted that the GSA’s priority remained to advocate for the Faculty of Graduate Studies and Research to remain standalone.

### **Elections**

#### **9. GSA Council Elections**

Kenzie Gordon (GSA Nominating Committee Chair) presented the item and introduced herself and outlined the role of GSA Nominating Committee. She explained the reappointment of two members to the GSA Appeals and Complaints Board. Neither candidates were able to attend Council to speak. Members were directed to the link to the ballot in the chat function of the meeting.

GSA Standing Committees

- a. GSA Appeals and Complaints Board (Renewal of two (2) GSA Member Positions)  
Jessica Kennedy (Human Ecology)  
Emmanuel Marfo (Nursing)

The nominees were not present to address GSA Council.

### **Reports**

#### **10. President**

##### **i. President’s Report:**

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, A Fassih stated that the GSA was currently working with the Office of the Registrar to attract donors specifically for graduate student bursaries; much of the GSA’s advocacy during the pandemic had been focused on financials. He also noted that the GSA was working on updating communications and increasing outreach on social media. The GSA would like to film short video clips for social media; GSA Council members were invited to participate.

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted.

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

No written report at this time.

##### **iv. GSA Equity, Diversity, and Inclusion Committee Report**

No written report at this time.

##### **v. GSA Governance Committee**

No written report at this time.

#### **11. Vice-President Academic**

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, K Haddadkar highlighted the work of the General Faculties Council *ad-hoc* Review Committee tasked with reviewing the Academic Restructuring process regarding consultation; interviews with committee members and stakeholders had begun.

## **12. Vice-President External**

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, M T Bin Mostafa pointed out that Advocacy Week was held at the end of November where he and other members of the Alberta Graduate Provincial Advocacy Council (ab-GPAC) advocated to provincial Ministries on key issues previously identified by ab-GPAC (more funding, increased eligibility for single parents related to grants, increased supports for student caregivers, and immigration). ab-GPAC had met with the Minister of Labour and Immigration and had agreed on some specific barriers and key starting points. Ab-GPAC had also added funding support for Indigenous students to its budget priorities. He also noted that the Residence Advisory Committee was working on new marketing strategies to increase longer term tenancy; affordable couples' housing was also currently under consideration.

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

No written report at this time.

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

No written report at this time.

## **13. Vice-President Labour**

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, J Grenke provided a bargaining update; the GSA Negotiating Team had exchanged proposals with the representatives of the Board of Governors and the process was going well so far. J Grenke extended her thanks to everyone who provided input and feedback, the Public Service Alliance of Canada (PSAC), and the GSA staff.

The bargaining proposal included prioritized equity, diversity, and inclusion (reflected in many ways, eg ceremonial leave and domestic violence leave), formalized working hours, language to clarify the appointment process, automatic percentage of salary paid out as Vacation Pay (rather than current model of 1 week of vacation for 4 months of work), and an increase to the maximum number of hours under Graduate Teaching and Graduate Research Assistantship positions (from current 12 up to 20). Those with questions were invited to contact J Grenke.

The PSAC was seeking volunteers for a steering committee to plan a seminar for academic workers in Alberta. Commitment required would be low; two people were required. Interested parties could contact J Grenke.

Along with graduate student labour unions from the Universities of Lethbridge and Calgary, the GSA released a joint statement of support in solidarity with the academic workers at Concordia and members were invited to join their picket line. J Grenke then welcomed the newest union steward for the Faculty of Arts, Kenna McDowell.

GSA Council Members then posed a series of questions including, but not limited to, if there was a long-term advocacy potential to push for guaranteed academic work for graduate students (yes but members were reminded that this was a truly long-term goal; with the financial position and current restructuring of the University, this was a big ask with a long road – A Fassih had worked hard on centralized funding over the past two years and Progress had been made but this would remain a priority for the GSA for many years to come); if the increase in hours included paid hours (this would be an increase to paid hours; the GSA had not submitted a monetary proposal yet (which would include discussions about increasing hourly rate), but the number of hours worked could increase, resulting in more pay); what was covered in 'performance evaluations' (exclusively for academically-employed graduate student work related to one's respective contract; did not relate to your academic performance); and how 'timely' would be defined and could an actual length of time be specified (the use of 'timely' was intended to guard against too little notice while still providing flexibility; one standard likely would not work across all programs).

### **ii. GSA Labour Relations Committee**

No written report at this time.

## **14. Vice-President Student Services**

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, P Kumar highlighted the work of the Return to Campus Committee with the move to online learning extended until the end of February and the work of the Coalition for Action on High-Risk Drinking (CAHRD). Additionally, the GSA was considering the results of a recent survey on the GSA Health and Dental Plan done by Studentcare.

**15. Senator**

**i. Senator's Report**

No written report at this time.

**16. Speaker**

**i. Speaker's Report**

No written report at this time.

**17. Chief Returning Officer**

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

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted.

**18. GSA Nominating Committee**

**i. GSA Nominating Committee Report**

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, K Gordon reminded members of the number of important vacancies on standing committees that needed to be filled by members of this body. These committees were essential for providing accountability and transparency to our members; long-term vacancies like this were a significant hindrance. She encouraged new members of GSA Council to please consider serving, especially on the GSA Governance Committee (which had a light workload and votes primarily over email), GSA Board, and the GSA Nominating Committee. Interested members were advised to contact Kenzie ([mjgordon@ualberta.ca](mailto:mjgordon@ualberta.ca)) or Monica ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) at the GSA.

**19. 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 14 January 2022. The report stood as submitted.

**20. GSA Management**

**i. Executive Director's Report**

Members had before them a written report, which had been previously distributed on 14 January 2022. The report stood as submitted. In addition, C Thomas stated that the GSA Budget and Finance Committee had been working on next year's budget, which would come forward to GSA Council in February. Work was also being done on proposed changes to GSA Bylaw and Policy concerning service on the GSA Appeals and Complaints Board. Preparation with the Chief Returning Officer, Deputy Returning Officer, and the GSA Elections and Referenda Committee for this year's General Election was ongoing and nominations opened on 8 February. Members were encouraged to spread the word.

As advertised in the GSA newsletter, the GSA would be hosting a peer panel on January 25 at 3 PM, titled "Surviving and Thriving in Grad School". Members were encouraged to invite peers to attend.

**Question Period**

**21. Written Questions:** None.

**22. Oral Questions:** None.

**Adjournment**

The meeting was adjourned at 8:00 pm.

Golden Bears and Pandas Athletics

Campus & Community Recreation

# Athletics & Recreation Fee



UNIVERSITY  
OF ALBERTA



# What is Athletics & Recreation Fee?

## Athletics & Recreation Fee

This fee is one source of revenue supporting sport, recreation, leisure, and physical activity services, including:

- the management, operation, and maintenance of sport and recreation facilities and training spaces;
- the management of physical activity and wellness programs in the areas of group fitness, intramural sports, dance, recreational, sport and leisure activities, and sport clubs;
- the administrative and coaching support requirements for Golden Bears and Pandas Athletics.

For more information about specific programs and activities: [uab.ca/recreation](http://uab.ca/recreation) or [uab.ca/athletics](http://uab.ca/athletics)

# Principles

- Transparency
- Accountability
- Partnership
- Collaboration
- Consultation





## Transparency

- Students pay approximately \$5.8 million in A&R Fees
- Students want to know what their fees pay for
- Athletic & Recreation fees pay part of the cost to provide sport and recreation services to students





## Accountability

- A&R Fee is part of the MNIF, therefore overseen by the MNIF Oversight Committee

Allocation of the funds and oversight of the provision of services is the responsibility of:

- Dean of Students - delegates to Ian Reade, Director of Athletics
- VP Facilities and Operations - delegates to Cheryl Harwardt, Director of Campus & Community Recreation

# Collaboration and Consultation

- Annual report to SU/GSA
- MNIF Oversight Committee
- Regular meetings with SU and GSA VP Student Life
- Recreation Action Committee



# Campus & Community Recreation

## Who We Are

**Vision:** Inspiring and empowering exceptional life experiences through recreation, sport and wellness

**Mission:** Facilitate and deliver leading-edge programs, events, services and facilities for our communities

**Values:** Leadership - Collaboration - Kaizen - Civility - Inclusiveness

# Campus & Community Recreation

## Services

- Management of Facilities - Arena, Climbing Centre, Fitness Centre, Gymnasiums, Studios, Activity spaces, Pavilion, Squash Courts, Swimming Pools
- Programs/Events - Club Sports, Intramurals, Group Exercise, Instructional Recreation classes, Residence programming, Wellness Initiatives, eSports, Virtual leisure programs, Wellness 101
- Events - Big Pink, Pond Hockey, RecStock
- Employment Opportunities



# Campus & Community Recreation

## Funding Partnerships (March 2021)

- Major Sources of Revenue:
  - U of A Operating Contribution - \$1.5 million
  - Revenue raised - \$3.3 million

**Total non-fee revenue - \$4.8 million**

**Athletic & Recreation Fee - \$2.06 million**

**Wellness funds - \$140,000**

**Total CCR Revenue - \$7 million**

NOTE: (UA also provides utilities, cleaning and facility envelope maintenance)





# Campus & Community Recreation

## Major Expense (March 2021)

- Facility staff wages/benefits - \$4.6 million
- Student staff wages - \$650,000
- Operating costs - \$2.6 million
- Capital Replacement/Repair - \$200,000

### Total Expenditures CCR - \$8 million

NOTE: (includes wellness)

NOTE: Net Deficit in 2020-21 = \$1 million



## Campus & Community Recreation - Key Stats

|                 | 2021-22<br>(Sept 1 -<br>2021 to Jan<br>31-2022) | 2020-21 | 2019-20 | 2018-19 | 2017-18   | 2016-17   |
|-----------------|---|---------|---------|---------|-----------|-----------|
| Fitness Centre  | 174,707   | 89,023  | 342,641 | 506,372 | 544,877   | 641,715   |
| Climbing Centre | 1,627   | 1,272   | 6,660   | 13,572  | 19,893    | 22,255    |
| Locker Rooms    | 360,588   | 153,405 | 701,320 | 330,535 | 1,275,192 | 1,022,640 |

# Golden Bears and Pandas Athletics

Manage **24 Golden Bears and Pandas** varsity teams for 500 student athletes competing annually for national championships.

- Recruit 100+ student athletes per year across all Faculties.
- Host 100+ events per year for students and community.
- Provide mental health support for student athletes.
- Engage with the community through sport development programs for 3000+ youth.
- Raise \$1.6M to provide financial assistance to student athletes.
- Engage with 6500+ U of A Athletics Alumni.
- Community outreach to schools, hospitals and charities

# Golden Bears and Pandas Athletics

## Important Metrics:

- Student athlete recruitment, retention and support
- Revenue generated to support the programs
- Alumni support and engagement metrics
- Amount of donations received
- Amount of scholarships provided
- Access to mental health support for varsity athletes
- Student and student athlete feedback
- Contributions to teaching and research
- Community outreach by student athletes through UAB
- Community partnerships
- Developmental athlete programming
- *Normally, competitive results are an important metric*



## Golden Bears and Pandas Athletics

- Rounded totals; not a normal operating year

### Funding Partnerships

- Major Sources of Revenue
- U of A Operating \$ 2,000,000
- Donations and grants \$ 1,000,000
- Sponsors \$ 300,000
- Alumni \$ 2,000,000
- Community Programs \$ 200,000

A&R Fee to Athletics \$ 3,000,000

**Total Revenue Athletics \$ 8,500,000**



## Golden Bears and Pandas Athletics

- **Major Expenditures**

- Salaries and benefits \$ 5,000,000
- Travel \$ 1,500,000
- Supplies and services \$ 1,500,000
- Rentals \$ 500,000

**Total Expenditure Athletics** \$ 8,500,000

**Student Scholarships (in addition)** \$ 1,200,000



Campus &  
Community  
Recreation

[uab.ca/recreation](http://uab.ca/recreation)

Golden Bears and  
Pandas  
On the Road

[Canadawest.tv](http://Canadawest.tv)



# Leading with Purpose.







Dear Colleagues,

18 February 2022

As President and Chair of the GSA Budget and Finance Committee, I am pleased to present you with the recommended GSA 2022-2023 operating budget. In assembling this budget, the GSA Budget and Finance Committee (GSA BFC) had an initial meeting to discuss budget priorities and possible scenarios and then charged the financial team to compile a budget reflective of those identified priorities. Consequently, a great deal of work and consideration have gone into the attached recommended budget.

Below I have summarized the assumptions made when developing this budget as well as its key elements, organized by budget line heading. As you are all aware, the ongoing pandemic has shown us repeatedly that we cannot ever entirely confidently project how the situation will evolve and what impact it will have on our finances. I'd like to stress, however, that the GSA's budget is nimble and dynamic. As we become aware with time that projections may need to be rethought and readjusted, we engage with that work (reflected in the term financial reports that come before GSA Council) to ensure financial stability. That said, let me also stress that the GSA remains in an excellent financial position. I look forward to further discussing the proposed budget with you on 28 February.

#### **Assumptions:**

COVID-19 prevention measures will be fully relaxed by 1 April 2022; this assumption is applied to all areas of projected expenditure but revenue estimates account for ongoing COVID-19 impacts (for example, it is assumed that the revenue associated with the lease payments for the Chopped Lead food venue will not return to normal until September and that investment revenue will remain suppressed, as it was in 2021-2022). This is a very conservative approach that essentially projects normal expenditures and selectively reduced revenue. Should COVID-19 prevention measures not have eased by April 2022 or should revenue remain depressed past September, then projections will be amended in the term financial reports (similar to how this was handled in 2020-2021 and 2021-2022).

Projected 1% increases in enrollment. This is a conservative approach as enrollment, even during the pandemic, typically increases anywhere from 2-5%. Should enrollment either increase beyond 1% or decrease, projections will be amended in the term financial reports.

A Consumer Price Index (CPI) factor equivalent to that being used by the University (2.6%) will be utilized.

**Operating Budget** (projected inflationary increases based on CPI applied to multiple lines based on previous budgets; other recommended changes noted below):

#### *Revenue – GSA Fees*

Recommend that the GSA membership fee remain at its 2021-2022 level for 2022-2023, which will continue to allow the GSA to achieve a balanced budget. A small fee increase may be warranted by year three (2024-2025), as shown in the "Operating and Capital Three-Year Budget/Business Plan (2021-2024).



As currently estimated, there is the potential of a low year-end balance by 2024-2025 and inflation might continue to remain high. While this might all be offset by higher than projected enrollment and reduced spending in historically underspent lines (such as “Contingency”), the GSA Budget and Finance Committee and GSA Council may also need to explore a modest fee increase (likely CPI) in a future year if these projections hold true. As a reminder, the GSA fee has not been increased since 2018 (and was decreased in 2019 and 2020) and was not increased by more than CPI for the period 2014-2018.

*Revenue – External Committed Funding (Faculty of Graduate Studies and Research and Dean of Students)*  
No recommended changes.

*Revenue – Commercial Activities*

With campus closures and the Students' Union (SU) providing reduced rent to its tenants, we have received reduced revenue over the past year in association with this budget line. After consulting with the SU, we recommend assuming revenue remains depressed until September 2022.

*Expenses – Advocacy*

Recommended to return the “Business Travel and External Relations and Advocacy” and “University Relations” to their pre-pandemic levels, with the addition of CPI. While these lines were underspent in 2021-2022 as a result of COVID-19 prevention measures, they are expected to be fully spent in 2022-2023 based on the assumption noted above concerning the effects of COVID-19 prevention measures on the GSA's expenses. Additionally, in 2021-2022, the Alberta Graduate Provincial Advocacy Council was pursuing a \$0.50 increase to their membership fee and the GSA's budget was amended accordingly. However, that proposal for a fee increase did not come to fruition and no increases in 2022-2023 are proposed.

*Expenses – Services*

As funding for academic workshop subsidies, external grants, and GSA Graduate Student Group Grants has increased over the past several years and the GSA is still in a climate of semi-fiscal uncertainty, it is recommended to leave the budget for these lines at 2021-2022 levels. A modest increase in support for the Campus Food Bank of \$2,000 is recommended based on usage reports. Recommended continuation of the partnership with the Students' Union for a corporate membership with Kids and Company Daycare to provide for limited access to childcare services for graduate students who parent. Finally, a small increase to the “Engagement, Orientation, and Outreach” line is recommended on the assumption that expenditures associated with this line return to pre-COVID levels by April 2021.

*Expenses – Governance*

The application of a 2.6% (CPI) stipend increase is reflected in “Directly-Elected Officer Stipends.” Likewise, increases to “Directly-Elected Officer Benefits” are noted to reflect a 5% increase in the cost of the GSA Health and Dental Plan (see note below under “Restricted”). The GSA sought a ruling from the Canada Revenue Agency as to whether CPP and EI deductions should be made from DEO stipends. The CRA ruled that EI deductions are not to be made and the budget reflects this savings. Additionally, recommended returning of the line associated with the provision of food at GSA Council meetings to pre-pandemic levels (note that there may be a small surplus in this line as GSA Council may not return to in-

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1-49 Triffo Hall, University of Alberta, Edmonton, AB, T6G 2E1



person meetings until September 2022, pending further consultation with the GSA Speaker and members of GSA Council). Finally, the budget line for training for Directly-Elected Officers, following discussion among GSA BFC members and in recognition of the importance of training to empower elected officials, has been moderately increased to \$4,000.

#### *Expenses – Human Resources*

Increase to various lines to reflect a 5% increase in the cost of the GSA Health and Dental Plan (see note below under “Restricted”). Likewise, the application of a 2.6% (CPI) salary increase is reflected.

#### *Expenses – Office Administration and Operational Costs*

Amounts in the “Capital Items” line adjusted to accord with projected expenses in the GSA’s ten-year evergreening plan concerning anticipated purchases. Funds (\$2,000) under “Office Supplies and Maintenance” carried over from 2021-2022 to finalize a long-planned space reconfiguration within the office to provide more functionality for staff members (this has been repeatedly delayed owing to the impacts of COVID and is currently near completion with the bulk of the work carried out and associated expenses incurred in December 2021, but some additional work is still pending and may carry over into the next fiscal year owing to ongoing supply chain issues as a result of COVID).

#### *Expenses – Professional*

Recommended reduction in the “Consultants” and “Legal Fees” lines, based on a lack of projected consulting needs and the need for legal reviews in the upcoming year.

#### **Restricted:**

##### *GSA Planner*

Again anticipate selling no ad space in 2022, as a result of COVID-related financial pressures, beyond the dedicated payments received from Studentcare and the Office of the Dean of Students and so recommend leaving this line at its current level. The costs of printing Planners will be accordingly offset from the “Engagement, Orientation, and Outreach” line in the operating budget.

##### *Graduate Student Support Fund*

No recommended changes as the University confirmed in December 2021 that funds for 2022-2023 would remain at 2021-2022 levels.

##### *Graduate Student Assistance Program*

No recommended changes.

##### *GSA Health and Dental Plan*

Projected 5% increase as a placeholder and in the interests of building a conservative budget; GSA Council will set the fee in March 2022.



## Restricted – GSA Labour Union Fund:

### *Revenue – GSA Labour Union Fund*

Based on projections of union dues collected rooted in collections amounts for fall 2021. When the GSA Labour Union Fund was established, the original \$100,000 contribution taken from the GSA's 2020-2021 operating budget surplus was directed into a restricted, long-term investment with ATB (which manages the GSA's other investments and which is reflected in the GSA's audited financial statements). The other component of the Fund is a separate bank account to maintain the collected monthly dues from the salary portion of pay received by Academically-Employed Graduate Students.

### *Expenses – GSA Labour Union Fund*

Spending in relation to core union activities (including the costs of the GSA's service agreement with the Public Service Alliance of Canada, which are discharged quarterly). All spending will be in alignment with stipulations noted in GSA Bylaw and Policy, Section Q, and, by extension, with relevant provincial legislation (particularly Bill 32) and will be regularly reported to members of the bargaining unit. Any funds leftover at year end will be transferred into the restricted, invested account described above.

My thanks to the members of the GSA's financial team (Accountant Shirley Ball, Financial Manager Dorte Sheikh, Executive Director Courtney Thomas, and Associate Director Erika Heiberg) and the members of the GSA BFC. I'll be happy to answer any questions when we meet on 28 February 2022.

A handwritten signature in black ink, appearing to read 'Anas'.

Anas Fassih, President and Chair of the GSA BFC

Outline of Issue

**Operating and Capital Budget (2022-2023), Labour Union Dues Budget (2022-2023), and Restricted and Other Funding Budget (2022-2023)**

**AND**

**Operating and Capital Three-Year Budget/Business Plan (2022-2025), Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025)**

**Suggested Motions:**

**MOTION 1:** That GSA Council **APPROVE**, having also been unanimously recommended by the GSA Budget and Finance Committee and the GSA Board, the Operating and Capital Budget (2022-2023) (found on pages 7.6 to 7.14 in the attached material in the “2022-2023 Budget for Approval” column bordered in red on each page), the Labour Union Dues Budget (2022-2023) (found on pages 7.26 in the attached material in the “2022-2023 Budget for Approval” column bordered in red on each page), and the Restricted and Other Funding Budget (2022-2025) (found on page 7.28 to 7.29 in the attached material in the “2022-2023 Budget for Approval” column bordered in red).

**MOTION 2:** That GSA Council **RECEIVE FOR INFORMATION**, having been reviewed and advised upon by the GSA Budget and Finance Committee and reviewed and recommended to GSA Council by the GSA Board, the Operating and Capital Three-Year Budget/Business Plan (2022-2025), the Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and the Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025) (pages 7.6-7.14, 7.26, and 7.28-7.29 in the attached material).

**Background:**

The GSA Budget and Finance Committee (GSA BFC) unanimously recommended to GSA Council the Annual Operating and Capital Budget (2022-2023) and the Restricted and Other Funding Budget (2022-2023) at its meeting of 24 January 2022. The GSA BFC also reviewed and advised upon the Operating and Capital Three-Year Budget/Business Plan (2022-2025), the Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and the Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025). Members of the GSA BFC have been invited to attend the 28 February 2022 GSA Council meeting.

The GSA Board also recommended to GSA Council the Operating and Capital Three-Year Budget/Business Plan (2022-2025), the Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and the Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025) at its 1 February 2022 meeting.

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

**Jurisdiction:**

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

*“The Executive Director (or delegate), Accountant, Financial Manager, and the President, in consultation with the GSA Board (GSAB) and GSA 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 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.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.POL.2.1.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.POL.2.1.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.POL.2.1.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.POL.2.1.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.POL.2.1.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.POL.2.1.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.POL.3.1:

*"The annual operating and capital budgets (both restricted and unrestricted) will be organized into broad budget divisions which are presented to the GSA Budget and Finance Committee (GSA BFC), the GSA Board (GSAB), and GSA Council in the fall, winter, and spring/summer terms reports and in the annual three (3) year rolling budget and business plan."*

GSA Bylaw and Policy, Section K.POL.5.1:

*"The overall mandate of the GSA Budget and Finance Committee (GSA BFC) is to advise on the financial affairs of the GSA (including the long-term planning and priorities of the GSA in light of its strategic goals) and on the provision of the long-term financial health of the organization."*

GSA Bylaw and Policy, Section K.POL.5.2:

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

GSA Bylaw and Policy, Section K.POL.5.3:

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



# The Graduate Students' Association of the University of Alberta 2022-2025 GSA Operating Budget (including Capital Budget)

**DRAFT ONLY-FOR DISCUSSION PURPOSES**

**NO CHANGE IN THE GSA FEE, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

## HIGH LEVEL SUMMARY - OPERATING AND CAPITAL BUDGET

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |
|---|-------------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>REVENUE</b>                              |                                     |                     |                     |                     |                     |
| Annual GSA Membership Fees                  | 1,217,693                           | 1,229,870           | 1,242,168           | 1,184,184           | 1,180,800           |
| Interest Income                             | 15,000                              | 17,000              | 19,000              | 15,000              | 14,484              |
| External Committed Funding                  | 26,880                              | 26,880              | 26,880              | 26,880              | 28,690              |
| Revenue from Commercial Activities          | 25,929                              | 40,162              | 40,162              | 25,929              | 3,347               |
| Other Revenue                               | 1,300                               | 1,300               | 1,300               | 1,300               |                     |
| <b>Total Revenue</b>                        | <b>1,286,802</b>                    | <b>1,315,212</b>    | <b>1,329,510</b>    | <b>1,253,293</b>    | <b>1,227,321</b>    |
| <b>EXPENSES</b>                             |                                     |                     |                     |                     |                     |
| Advocacy                                    | 56,949                              | 57,905              | 58,880              | 48,472              | 32,532              |
| Services Expenses                           | 146,876                             | 148,888             | 149,776             | 142,842             | 72,965              |
| Governance                                  | 225,434                             | 231,602             | 237,511             | 219,978             | 197,712             |
| Human Resources                             | 719,050                             | 737,070             | 757,188             | 700,575             | 681,681             |
| Office Administration and Operational Costs | 41,079                              | 45,202              | 40,760              | 43,946              | 23,988              |
| Professional                                | 58,000                              | 59,000              | 60,000              | 60,700              | 62,348              |
| Operating/Contingency Fund                  | 15,000                              | 15,000              | 15,000              | 15,000              | 417                 |
| Sub-total                                   | 1,262,388                           | 1,294,666           | 1,319,114           | 1,231,513           | 1,071,643           |
| <b>Revenues Exceed Expenditures</b>         | <b>24,413</b>                       | <b>20,545</b>       | <b>10,396</b>       | <b>21,780</b>       | <b>155,678</b>      |

**GOAL: BALANCED BUDGET**

**The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)**

**NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

**Revenue**

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |  |
|---|-------------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>GSA Fees</b> <i>(see below for detailed calculations)</i>          | 1,217,693                           | 1,229,870           | 1,242,168           | 1,184,184           | 1,180,800           |  |
| <b>Interest Income</b>  |                                     |                     |                     |                     |                     |  |
| Interest Income   | 15,000                              | 17,000              | 19,000              | 15,000              | 14,484              | NO CPI, PER INTEREST RATES                                   |
| <b>External Committed Funding</b>                                     |                                     |                     |                     |                     |                     |  |
| Funding from the Dean of Students and the Dean of FGSR                | 7,190                               | 7,190               | 7,190               | 7,190               | 7,190               | PER AGREEMENT  |
| Funding From Studentcare  | 8,190                               | 8,190               | 8,190               | 8,190               | 10,000              | PER AGREEMENT EFFECTIVE 2020-2025                            |
| Funding from TDIMM  | 11,500                              | 11,500              | 11,500              | 11,500              | 11,500              | PER AGREEMENT  |
|   | 26,880                              | 26,880              | 26,880              | 26,880              | 28,690              |  |
| <b>Revenue from Commercial Activities</b>                             |                                     |                     |                     |                     |                     |  |
| Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue | 25,929                              | 40,162              | 40,162              | 25,929              | 3,347               | PER AGREEMENT (\$500/month Apr-Aug,<br>\$1000/month Sep-Mar) |
| <b>Other Revenue</b>  | 1,300                               | 1,300               | 1,300               | 1,300               | -                   | NO CPI   |
| <b>Total</b>  | <b>1,286,802</b>                    | <b>1,315,212</b>    | <b>1,329,510</b>    | <b>1,253,293</b>    | <b>1,227,321</b>    |  |

| <b>GSA Fees (Calculations)</b>                   |           |           |           |
|--|-----------|-----------|-----------|
| Number of full-time graduate students (estimate) | 6,570     | 6,636     | 6,702     |
| Fees (per annum per student)                     | 156.02    | 156.02    | 156.02    |
|  | 1,025,059 | 1,035,310 | 1,045,663 |
| Number of part-time graduate students (estimate) | 1,646     | 1,663     | 1,679     |
| Fees (per annum per student)                     | 117.01    | 117.01    | 117.01    |
|  | 192,634   | 194,560   | 196,505   |
|  | 1,217,693 | 1,229,870 | 1,242,168 |



2022-2025 GSA Operating Budget (including Capital Budget)

**NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

**Advocacy**

|  | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |  |
|--|-------------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>Advocacy</b>  |                                     |                     |                     |                     |                     |  |
| Business Travel and External Relations and Advocacy    | 23,059                              | 23,659              | 24,274              | 11,500              | 471                 | CPI                                    |
| University Relations                                   | 1,026                               | 1,053               | 1,080               | 1,017               | 225                 | CPI                                    |
| Alberta Graduate Provincial Advocacy Council (ab-GPAC) | 32,864                              | 33,194              | 33,526              | 35,955              | 31,836              | BASED ON GRADUATE STUDENT<br>ENROLMENT |
| <b>Total</b>   | <b>56,949</b>                       | <b>57,905</b>       | <b>58,880</b>       | <b>48,472</b>       | <b>32,532</b>       |  |
| <b>ab-GPAC Estimate</b>                                |                                     |                     |                     |                     |                     |  |
| Student Numbers  | 8,216                               | 8,299               | 8,381               |                     |                     |  |
| Fee Per Student  | 4                                   | 4                   | 4                   |                     |                     |  |
| <b>Total</b>   | <b>32,864</b>                       | <b>33,194</b>       | <b>33,526</b>       |                     |                     |  |

**The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)**

**NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

**Services Expenses**

|                                       | 2022-2023           | 2023-2024      | 2024-2025      | 2021-2022      | 2020-2021     |   |
|---------------------------------------|---------------------|----------------|----------------|----------------|---------------|---|
|                                       | Budget for Approval | Budget         | Budget         | Budget         | Actual        |   |
| <b>Grants and Subsidies</b>           |                     |                |                |                |               |   |
| Academic Workshop Subsidies           | 12,000              | 12,000         | 12,000         | 12,000         | 12,000        | NO CPI  |
| External Grants                       | 4,000               | 4,000          | 4,000          | 4,000          | 1,350         | INCREASE IN REQUESTS, NO CPI                          |
| Campus Food Bank                      | 25,000              | 26,500         | 26,500         | 23,000         | 20,000        | INCREASE IN SUBSIDY, NO CPI                           |
| Child Care Access                     | 5,000               | 5,000          | 5,000          | 5,000          | N/A           | CHILD CARE ACCESS INITIATIVE WITH THE STUDENTS' UNION |
|                                       | 46,000              | 47,500         | 47,500         | 44,000         | 33,350        |   |
| <b>Graduate Student Groups</b>        |                     |                |                |                |               |   |
| GSA Council Remuneration              | 17,250              | 17,000         | 17,000         | 17,250         | 14,750        | NO CPI  |
| GSA Graduate Student Group Grant      | 36,000              | 36,000         | 36,000         | 36,000         | 6,837         | NO CPI  |
|                                       | 53,250              | 53,000         | 53,000         | 53,250         | 21,587        |   |
| <b>Other Expenses</b>                 |                     |                |                |                |               |   |
| Annual Strategic Plan Initiatives     | 2,500               | 2,500          | 2,500          | 2,500          | 1,441         |   |
| Engagement, Orientation, and Outreach | 33,376              | 34,138         | 35,026         | 31,342         | 12,887        | MODERATE INCREASE PLUS CPI                            |
| GSA Awards Night                      | 11,750              | 11,750         | 11,750         | 11,750         | 3,701         | NO CPI  |
|                                       | 47,626              | 48,388         | 49,276         | 45,592         | 18,029        |   |
| <b>Total</b>                          | <b>146,876</b>      | <b>148,888</b> | <b>149,776</b> | <b>142,842</b> | <b>72,966</b> |   |

The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)

NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

### Governance

|   | 2022-2023<br>Budget for | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |  |
|---|-------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>Directly-Elected Officers Stipends</b>                     |                         |                     |                     |                     |                     |  |
| Directly-Elected Officers Stipends (VPs)                      | 138,568                 | 142,172             | 145,868             | 135,056             | 132,583             | CPI  |
| President Stipend   | 43,300                  | 44,426              | 45,581              | 42,203              | 41,430              | CPI  |
|   | 181,868                 | 186,598             | 191,449             | 177,259             | 174,013             |  |
| <b>Directly-Elected Officers Benefits</b>                     |                         |                     |                     |                     |                     |  |
| GSA Health and Dental Plan                                    | 2,627                   | 2,758               | 2,896               | 2,627               | 2,502               | 5% INCREASE ESTIMATED<br>PER AGREEMENT   |
| U-Pass  | 2,700                   | 2,700               | 2,700               | 2,700               |                     |  |
|   | 5,327                   | 5,458               | 5,596               | 5,327               | 2,502               |  |
| <b>Directly Elected Officers - Employer Contributions</b>     |                         |                     |                     |                     |                     |  |
| Employer CPP Contributions                                    | 9,369                   | 10,061              | 10,350              | 8,707               | 8,427               | COMPLIES WITH GOVERNMENT OF CANADA CPP RATES   |
| Employer EI Contributions                                     | -                       | -                   | -                   | 3,917               | 3,849               | PER CANADA REVENUE AGENCY RULING OF DECEMBER<br>2021, EMPLOYMENT INSURANCE CONTRIBUTIONS DO<br>NOT NEED TO BE DEDUCTED FROM DEO STIPENDS |
|   | 9,369                   | 10,061              | 10,350              | 12,624              | 12,276              |  |
| <b>Directly-Elected Officers - Other Expenses</b>             |                         |                     |                     |                     |                     |  |
| Insurance ( <i>Director and Officer Liability Insurance</i> ) | 1,360                   | 1,396               | 1,432               | 1,326               | 1,083               | CPI  |
| Election Expenses   | 3,715                   | 3,812               | 3,911               | 3,621               | 1,502               | CPI  |
| Transition/Discover Governance                                | 5,140                   | 5,274               | 5,411               | 5,140               |                     |  |
| Training/Development  | 4,000                   | 4,104               | 4,211               | 3,102               | 1,584               | CPI  |
| Directly-Elected Officers' Expenses                           | 2,934                   | 3,011               | 3,089               | 2,860               | 161                 | CPI  |
| GSA Standing Committee Food and Other Expenses                | 500                     | 513                 | 526                 | 500                 | 307                 | CPI  |
|   | 17,650                  | 18,109              | 18,580              | 16,549              | 4,637               |  |
| <b>GSA Council Expenses</b>                                   |                         |                     |                     |                     |                     |  |
| GSA Council Food and Other Expenses                           | 6,000                   | 6,156               | 6,316               | 3,000               |                     | CPI  |
| GSA Council Speaker Honorarium                                | 2,220                   | 2,220               | 2,220               | 2,220               | 2,035               | NO CPI   |
| Chief Returning Officer Honorarium                            | 1,500                   | 1,500               | 1,500               | 1,500               | 1,500               | NO CPI   |
| Other Honoraria   | 1,500                   | 1,500               | 1,500               | 1,500               | 750                 | NO CPI   |
|   | 11,220                  | 11,376              | 11,536              | 8,220               | 4,285               |  |
| <b>Total</b>  | <b>225,434</b>          | <b>231,602</b>      | <b>237,511</b>      | <b>219,979</b>      | <b>197,713</b>      |  |

The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)

NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Human Resources

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |  |
|---|-------------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>Support Staff (Represented by NASA)</b>                                |                                     |                     |                     |                     |                     |  |
| Salaries  | 301,306                             | 309,023             | 316,941             | 293,773             | 291,344             | CPI  |
| <b>Benefits</b>   |                                     |                     |                     |                     |                     |  |
| Benefits  | 23,745                              | 24,362              | 24,995              | 23,142              | 22,555              |  |
| RRSP  | 32,649                              | 33,498              | 34,369              | 31,820              | 31,013              |  |
| GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program) | 2,188                               | 2,257               | 2,359               | 2,188               | 2,001               | 5% Health and Dental Plan increase estimate  |
|   | 58,582                              | 60,117              | 61,723              | 57,150              | 55,569              |  |
| <b>Employer Contributions</b>   |                                     |                     |                     |                     |                     |  |
| Employer CPP Contributions  | 13,999                              | 14,804              | 14,804              | 12,664              | 10,369              | COMPLIES WITH GOVERNMENT OF CANADA CPP RATES |
| Employer EI Contributions   | 5,336                               | 5,336               | 5,336               | 4,981               | 4,209               | COMPLIES WITH GOVERNMENT OF CANADA EI RATES  |
|   | 19,335                              | 20,140              | 20,140              | 17,645              | 14,578              |  |
| <b>Other</b>  |                                     |                     |                     |                     |                     |  |
| Staff Development (\$1500 per staff)                                      | 6,000                               | 6,000               | 6,000               | 6,000               | 4,121               |  |
| Professional Development  | 1,500                               | 1,500               | 1,500               | 1,500               | 600                 |  |
|   | 7,500                               | 7,500               | 7,500               | 7,500               | 4,721               |  |
| <b>Total for Support Staff Represented by NASA</b>                        | <b>386,723</b>                      | <b>396,780</b>      | <b>406,304</b>      | <b>376,068</b>      | <b>366,212</b>      |  |
| <b>Administrative/Professional Staff</b>                                  |                                     |                     |                     |                     |                     |  |
| <b>Salaries and Merit Pay</b>   |                                     |                     |                     |                     |                     |  |
| Salaries  | 242,108                             | 248,286             | 257,062             | 236,087             | 232,527             | CPI  |
| Merit Pay   | 23,776                              | 23,776              | 23,776              | 23,776              | 23,776              |  |
|   | 265,884                             | 272,062             | 280,838             | 259,863             | 256,303             |  |
| <b>Benefits</b>   |                                     |                     |                     |                     |                     |  |
| Benefits  | 17,590                              | 18,047              | 18,697              | 17,144              | 16,860              |  |
| RRSP  | 24,186                              | 24,814              | 25,708              | 23,573              | 23,182              |  |
| GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program) | 1,639                               | 1,718               | 1,801               | 1,639               | 1,501               | 5% Health and Dental Plan increase estimate  |
|   | 43,415                              | 44,579              | 46,206              | 42,356              | 41,543              |  |
| <b>Employer Contributions</b>   |                                     |                     |                     |                     |                     |  |
| Employer CPP Contributions  | 9,340                               | 9,881               | 9,983               | 8,520               | 8,707               | COMPLIES WITH GOVERNMENT OF CANADA CPP RATES |
| Employer EI Contributions   | 3,575                               | 3,597               | 3,627               | 3,378               | 3,665               | COMPLIES WITH GOVERNMENT OF CANADA EI RATES  |
|   | 12,915                              | 13,478              | 13,610              | 11,898              | 12,372              |  |
| <b>Total for Administrative/Professional Staff</b>                        | <b>322,214</b>                      | <b>330,119</b>      | <b>340,654</b>      | <b>314,117</b>      | <b>310,218</b>      |  |
| <b>Other HR Expenses</b>  |                                     |                     |                     |                     |                     |  |
| Office Recognition  | 1,000                               | 1,000               | 1,000               | 1,000               | 182                 | NO CPI                                       |
| Professional Expense Allowance  | 6,886                               | 6,886               | 6,886               | 6,886               | 696                 | NO CPI                                       |
| Workers' Compensation   | 2,227                               | 2,285               | 2,344               | 2,504               | 2,277               | PER PREMIUM + CPI                            |
|   | 10,113                              | 10,171              | 10,230              | 10,390              | 3,155               |  |
| <b>Total</b>  | <b>719,050</b>                      | <b>737,070</b>      | <b>757,188</b>      | <b>700,575</b>      | <b>679,585</b>      |  |

**The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)**

**NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

**Office Administration and Operational Costs**

|  | 2022-2023<br>Budget for | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |                       |
|--|-------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|
| Capital Items (per evergreening plan)    | 5,500                   | 11,000              | 6,000               | 4,980               | 4,108               | PER EVERGREENING PLAN |
| Information Technology Service Agreement | 6,000                   | 6,000               | 6,000               | 6,000               | 3,150               | PER AGREEMENT         |
| Telephone & Cable                        | 3,235                   | 3,319               | 3,405               | 3,153               | 2,959               | CPI                   |
| Office Supplies and Maintenance          | 7,052                   | 5,263               | 5,400               | 13,000              | 901                 | CPI                   |
| Computer Software                        | 9,953                   | 10,212              | 10,477              | 7,541               | 5,789               | CPI                   |
| Payroll and Banking Service Charges      | 1,884                   | 1,933               | 1,983               | 1,836               | 1,500               | CPI                   |
| Photocopier Lease and Meter              | 6,000                   | 6,000               | 6,000               | 6,000               | 4,320               | PER AGREEMENT         |
| General Liability Insurance (Office)     | 731                     | 750                 | 769                 | 712                 | 535                 | CPI                   |
| AMICCUS-C Membership                     | 725                     | 725                 | 725                 | 725                 | 725                 |                       |
| <b>Total</b>                             | <b>41,079</b>           | <b>45,202</b>       | <b>40,760</b>       | <b>43,947</b>       | <b>23,987</b>       |                       |

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

### 2022-2025 GSA Operating Budget (including Capital Budget)

**NO CHANGE IN THE GSA FEE PER YEAR, 1%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.6% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.**

### Professional

|                      | 2022-2023<br>Budget for | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |  |
|----------------------|-------------------------|---------------------|---------------------|---------------------|---------------------|--|
| Financial Auditing   | 13,000                  | 13,000              | 13,000              | 12,700              | 12,679              | NO CPI, INCREASE AS PER 2021-<br>2022 ACTUAL EXPENSE |
| Consultants          | 5,000                   | 5,000               | 5,000               | 10,000              | 21,000              | REDUCED  |
| Investment Advisor   | 20,000                  | 21,000              | 22,000              | 16,000              | 18,589              | INCREASE   |
| Legal Fees - General | 20,000                  | 20,000              | 20,000              | 22,000              | 10,080              | NO CPI   |
| <b>Total</b>         | <b>58,000</b>           | <b>59,000</b>       | <b>60,000</b>       | <b>60,700</b>       | <b>62,348</b>       |  |



**The Graduate Students' Association of the University of Alberta  
2022-2025 GSA Operating Budget (including Capital Budget)**

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**Operating/Contingency Fund**

|                            | 2022-2023  | 2023-2024 | 2024-2025 |
|----------------------------|------------|-----------|-----------|
|                            | Budget for | Budget    | Budget    |
| Operating/Contingency Fund | 15,000     | 15,000    | 15,000    |
| Total                      | 15,000     | 15,000    | 15,000    |

| 2021-2022 |
|-----------|
| Budget    |
| 15,000    |
| 15,000    |

| 2020-2021 |
|-----------|
| Actual    |
| 417       |
| 417       |

| Account Name and Budget                                     | Brief Description   | Narrative and Variance   |
|---|---|--|
| <b>REVENUE</b>  |   |  |
| <b>GSA Fees</b>   |   |  |
| Annual GSA Membership Fees<br><br><b>\$1,217,693 budget</b> | <ul style="list-style-type: none"> <li>● The GSA is supported by annual graduate student membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection.</li> <li>● Based on the three-year funding agreement signed between the GSA and the University on 6 February 2019, the GSA will receive:                             <ul style="list-style-type: none"> <li>○ 40% advance in May based on the projected fall/winter enrollment.</li> <li>○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October.</i></li> <li>○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February.</i></li> <li>○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● <b>No change in GSA fees.</b></li> <li>● <b>For 2022-2023, the projected GSA revenue is \$1,217,693.</b> This is based on fees paid by a projected 6,570 full-time graduate students (6,570 @ \$156.02 per graduate student) and a projected 1,646 part-time graduate students (1,646 @ \$117.01 per graduate student).</li> <li>● <b>The 2021-2022 budget was \$1,184,184.</b> This was based on fees paid by 6,390 full-time graduate students (6,390@ \$156.02 per graduate student) and 1,600 part-time graduate students (1,600@ \$117.01).</li> <li>● <b>The 2020-2021 actual was \$1,180,800.</b></li> </ul> |
| <b>Interest Income</b>                                      |   |  |
| Interest Income<br><br><b>\$15,000 budget</b>               | <ul style="list-style-type: none"> <li>● Interest income on bank accounts is deposited monthly.</li> <li>● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements.</li> <li>● ATB Wealth manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee.</li> </ul>   | <ul style="list-style-type: none"> <li>● <b>Due to low interest rates the interest income continues to be minimal.</b></li> <li>● <b>The 2021-2022 budget was \$15,000.</b></li> <li>● <b>The 2020-2021 actual was \$14,484.</b></li> </ul>  |

| <b>External Committed Funding</b>   |  |   |
|---|--|---|
| Funding from the Dean of Students and the Dean of FGSR<br><br><b>\$7,190 budget</b>                     | <ul style="list-style-type: none"> <li>This funding is described in letters from the Dean of the Faculty of Graduate Studies and Research (FGSR) and Dean of Students and covers, for instance, some of the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding must be requested yearly.</li> </ul>  | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$7,190.</b></li> <li><b>The 2020-2021 actual was \$7,190.</b></li> </ul>   |
| Funding from Studentcare<br><br><b>\$8,190 budget</b>   | <ul style="list-style-type: none"> <li>Studentcare provides \$8,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2020-2025.</li> </ul>  | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$8,190.</b></li> <li><b>The 2020-2021 actual was \$10,000.</b></li> </ul>  |
| Funding from TDIMM<br><br><b>\$11,500 budget</b>  | <ul style="list-style-type: none"> <li>Signed agreement with TD Insurance Meloche Monnex (TDIMM) (from 2021-2026) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events.</li> </ul>   | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$11,500.</b></li> <li><b>The 2020-2021 actual was \$11,500.</b></li> </ul> |
| <b>Revenue from Commercial Activities</b>   |  |   |
| Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue<br><br><b>\$25,929 budget</b> | <ul style="list-style-type: none"> <li>The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet.</li> <li>Revenues commenced in August 2015. In 2020 there was an interruption in revenue due to the COVID-19 pandemic and a decrease in revenue is expected to continue, at least partially, through 2022-2023.</li> </ul> | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$25,929.</b></li> <li><b>The 2020-2021 actual was \$3,347.</b></li> </ul>  |
| <b>Other Revenue</b>  |  |   |
| Other Revenue<br><br><b>\$1,300 budget</b>  | <ul style="list-style-type: none"> <li>This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities.</li> </ul>  | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$1,300.</b></li> <li><b>The 2020-2021 actual was \$0.</b></li> </ul>       |

| EXPENSES   |   |   |
|--|---|---|
| <b>Advocacy</b>  |   |   |
| Business Travel and External Relations and Advocacy<br><b>\$23,059 budget</b>    | <ul style="list-style-type: none"> <li>Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations (usually in the form of travel expenses, hosting, or meetings related to advocacy).</li> </ul>   | <ul style="list-style-type: none"> <li>Resumption of normal budget plus applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$11,500.</li> <li>The 2020-2021 actual was \$471.</li> </ul>  |
| University Relations<br><b>\$1,026 budget</b>                                    | <ul style="list-style-type: none"> <li>Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses).</li> </ul>   | <ul style="list-style-type: none"> <li>Applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$1,017.</li> <li>The 2020-2021 actual was \$225.</li> </ul>                                    |
| ab-GPAC (Alberta Graduate Provincial Advocacy Council)<br><b>\$32,864 budget</b> | <ul style="list-style-type: none"> <li>Fees for ab-GPAC are \$4 per graduate student per year.</li> <li>ab-GPAC was formed under the <i>Societies Act</i> in October 2014. Its mandate is to lobby the Alberta government and promote the interests and concerns of graduate students.</li> </ul>                               | <ul style="list-style-type: none"> <li>Budget based on projected student enrollment for 2022-2023.</li> <li>The 2021-2022 budget was \$35,955.</li> <li>The 2020-2021 actual was \$31,836.</li> </ul> |
| <b>Services</b>  |   |   |
| <b>Grants and Subsidies</b>  |   |   |
| Academic Workshop Subsidies<br><b>\$12,000 budget</b>                            | <ul style="list-style-type: none"> <li>Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students.</li> <li>Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding.</li> </ul> | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$12,000.</li> <li>The 2020-2021 actual was \$12,000.</li> </ul>                          |
| External Grants<br><b>\$4,000 budget</b>   | <ul style="list-style-type: none"> <li>Funds requested for external grants for events such as the Student Advisors' Conference and International Week.</li> </ul>   | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$4,000.</li> <li>The 2020-2021 actual was \$1,350.</li> </ul>                            |
| Campus Food Bank<br><b>\$25,000 budget</b>                                       | <ul style="list-style-type: none"> <li>Contribution made to the Campus Food Bank (CFB) (which was founded by the GSA) in recognition of the valuable support it provides to graduate students.</li> <li>The CFB Executive Director reports annually to the GSAB.</li> </ul>   | <ul style="list-style-type: none"> <li>Budget increased for 2022-2023.</li> <li>The 2021-2022 budget was \$23,000.</li> <li>The 2020-2021 actual was \$20,000.</li> </ul>                             |
| Child Care Access<br><b>\$5,000 budget</b>                                       | <ul style="list-style-type: none"> <li>Continuation of a partnership with the Students' Union for a membership with a local daycare provider to facilitate limited childcare services for students who parent.</li> </ul>   | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2002 budget was \$5,000.</li> <li>New initiative in 2021-2022.</li> </ul>                                 |
| <b>Graduate Student Groups</b>   |   |   |
| GSA Council Remuneration<br><b>\$17,250 budget</b>                               | <ul style="list-style-type: none"> <li>Funding of \$250 for eligible graduate student groups (69) based on the attendance of their Councillor at GSA Council meetings from 1 May to 30 April.</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$17,250.</li> <li>The 2020-2021 actual was \$14,750.</li> </ul>                          |

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

7.18

|  |   |  |
|--|---|--|
| <p>GSA Graduate Student Group Grant</p> <p><b>\$36,000 budget</b></p>      | <ul style="list-style-type: none"> <li>● The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to:             <ul style="list-style-type: none"> <li>▪ Bring in special guest lecturers or host events.</li> <li>▪ Support the academic activities of graduate students.</li> <li>▪ Provide modest start-up funding for new groups.</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$36,000.</b></li> <li>● <b>The 2020-2021 actual was \$6,837.</b></li> </ul> |
| <b>Other Expenses</b>  |   |  |
| <p>Annual Strategic Work Plan Initiatives</p> <p><b>\$2,500 budget</b></p> | <ul style="list-style-type: none"> <li>● Any new SWP initiatives may be funded from this budget line.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$2,500.</b></li> <li>● <b>The 2020-2021 actual was \$1,441.</b></li> </ul>  |
| <p>Engagement, Orientation, and Outreach</p> <p><b>\$33,376 budget</b></p> | <ul style="list-style-type: none"> <li>● Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events (aside from the GSA Awards Night), swag purchases and SUTV ads.</li> <li>● Depending on graduate student demand for the GSA Planner, and the ad revenue, this budget is also used to cover the cost of printing additional Planners not covered by the revenue from ad sales.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>Applied 2.6% CPI increase.</b></li> <li>● <b>The 2021-2022 budget was \$31,342.</b></li> <li>● <b>The 2020-2021 actual was \$12,887.</b></li> </ul>        |
| <p>GSA Awards Night</p> <p><b>\$11,750 budget</b></p>                      | <ul style="list-style-type: none"> <li>● Expenses for the annual GSA Awards Night (normally in March). Awards distributed are funded by the Graduate Student Support Fund (see the Restricted and Other Funding Budget Narrative).</li> </ul>   | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$11,750.</b></li> <li>● <b>The 2020-2021 actual was \$3,701.</b></li> </ul> |

| <b>Governance</b>  |   |   |
|--|---|---|
| <b>Directly-Elected Officer Stipends</b>                                 |   |   |
| Directly-Elected Officers (DEOs) Stipends<br><br><b>\$181,868 budget</b> | <ul style="list-style-type: none"> <li>● DEOs include the President, the VP Academic, the VP External, the VP Labour, and the VP Student Services. In 2022-2023, the President will receive an annual stipend of \$43,300 and the four VP positions will each receive \$34,642. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw and Policy, Section D.BYL.1.4.b).</li> <li>● Note that the stipends are gross stipends and include income tax, and Canada Pension Plan (CPP) deductions. Remittances are made on behalf of DEOs from their stipend totals.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>Applied a 2.6% CPI increase.</b></li> <li>● <b>The 2021-2022 budget was \$177,259.</b></li> <li>● <b>The 2020-2021 actual was \$174,013.</b></li> </ul>                   |
| <b>Directly-Elected Officer Benefits</b>                                 |   |   |
| GSA Health and Dental Plan<br><br><b>\$2,627 budget</b>                  | <ul style="list-style-type: none"> <li>● The estimated 2022-2023 rate is \$525 per DEO per annum (assumes a 5% increase with the actual fee set by GSA Council in March).</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$2,627.</b></li> <li>● <b>The 2020-2021 actual was \$2,502.</b></li> </ul>                 |
| U-Pass<br><br><b>\$2,700 budget</b>                                      | <ul style="list-style-type: none"> <li>● The U-Pass is set at \$180 each term in 2022-2023 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$2,700</b></li> <li>● <b>The 2020-2021 actual was \$0.</b></li> </ul>                      |
| <b>Directly-Elected Officer Employer Contributions</b>                   |   |   |
| Employer CPP Contributions<br><br><b>\$9,369 budget</b>                  | <ul style="list-style-type: none"> <li>● CPP is calculated at the Government of Canada rate for 2022.</li> <li>● This line shows the employer’s contribution only (not the employee contribution).</li> </ul>   | <ul style="list-style-type: none"> <li>● <b>Detailed calculation performed on actual salaries.</b></li> <li>● <b>The 2021-2022 budget was \$8,707.</b></li> <li>● <b>The 2020-2021 actual was \$8,427.</b></li> </ul> |
| Employer EI Contributions<br><br><b>\$0</b>                              | <ul style="list-style-type: none"> <li>● Per the Canada Revenue Agency ruling of December 2021 the GSA does not need to deduct EI contributions from DEO stipends.</li> </ul>   | <ul style="list-style-type: none"> <li>● <b>No longer needed.</b></li> <li>● <b>The 2021-2022 budget was \$3,917.</b></li> <li>● <b>The 2020-2021 actual was \$3,849.</b></li> </ul>                                  |



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

7.20

| <b>Directly-Elected Officers - Other Expenses</b>                         |   |  |
|---|---|--|
| Insurance<br><br><b>\$1,360 budget</b>                                    | <ul style="list-style-type: none"> <li>Directors and Officers Liability Insurance paid annually in January.</li> </ul>  | <ul style="list-style-type: none"> <li>Applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$1,326.</li> <li>The 2020-2021 actual was \$1,083.</li> </ul>       |
| Election Expenses<br><br><b>\$3,715 budget</b>                            | <ul style="list-style-type: none"> <li>This is used to cover expenses associated with the GSA General Election that takes place in February/March.</li> </ul>   | <ul style="list-style-type: none"> <li>Applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$3,621.</li> <li>The 2020-2021 actual was \$1,502.</li> </ul>       |
| Transition/Discover Governance (Early Call)<br><br><b>\$5,140 budget</b>  | <ul style="list-style-type: none"> <li>Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall.</li> <li>Transition programming typically occurs in March and April.</li> </ul>   | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$5,140.</li> <li>The 2020-2021 actual was \$0.</li> </ul>     |
| Training/Development<br><br><b>\$4,000 budget</b>                         | <ul style="list-style-type: none"> <li>Expenses for the training and development of the DEOs to promote the effective performance of their duties.</li> <li>Moderate increase in the budget for 2022-2023 to meet DEO training needs.</li> </ul>  | <ul style="list-style-type: none"> <li>Budget increased for 2022-2023.</li> <li>The 2021-2022 budget was \$3,102</li> <li>The 2020-2021 actual was: \$1,584.</li> </ul>    |
| Directly-Elected Officers' Expenses<br><br><b>\$2,934 budget</b>          | <ul style="list-style-type: none"> <li>Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (eg, one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students).</li> </ul>   | <ul style="list-style-type: none"> <li>Applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$2,860.</li> <li>The 2020-2021 actual was \$161.</li> </ul>         |
| GSA Standing Committee Food and Other Expenses<br><br><b>\$500 budget</b> | <ul style="list-style-type: none"> <li>Provision of light refreshments, where warranted, at GSA standing committees meetings.</li> <li>Due to COVID-19 restrictions GSAB meetings are currently held via Zoom so there are no refreshment expenses.</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$500.</li> <li>The 2020-2021 actual was \$307.</li> </ul>     |
| <b>GSA Council Expenses</b>   |   |  |
| GSA Council Food and Other Expenses<br><br><b>\$6,000 budget</b>          | <ul style="list-style-type: none"> <li>The estimate is based on 12 meetings per year.</li> <li>Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses. Budget Increased to pre-COVID-19 levels in anticipation of resuming in-person meetings.</li> <li>Includes printing of GSA Council placards and celebratory/acknowledgement events.</li> </ul> | <ul style="list-style-type: none"> <li>Budget increased for 2022-2023.</li> <li>The 2021-2022 budget was \$3,000.</li> <li>The 2020-2021 actual was \$0.</li> </ul>        |
| GSA Council Speaker Honorarium<br><br><b>\$2,220 budget</b>               | <ul style="list-style-type: none"> <li>Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting).</li> </ul>   | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$2,220.</li> <li>The 2020-2021 actual was \$2,035.</li> </ul> |
| Chief Returning Officer (CRO) Honorarium<br><br><b>\$1,500 budget</b>     | <ul style="list-style-type: none"> <li>The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda.</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$1,500.</li> <li>The 2020-2021 actual was \$1,500.</li> </ul> |

|   |  |  |
|---|--|--|
| Other Honoraria<br><b>\$1,500 budget</b>  | <ul style="list-style-type: none"> <li>This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work similar to that done by the Speaker or CRO (eg, the Deputy Returning Officer needs to significantly assist the CRO for a significant period).</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$1,500.</li> <li>The 2020-2021 actual was \$750.</li> </ul>                     |
| <b>Human Resources</b>  |  |  |
| <b>Support Staff (Represented by NASA)</b>  |  |  |
| Support Staff – Salaries<br><b>\$301,306 budget</b>   | <ul style="list-style-type: none"> <li>There are four full-time support staff positions (Executive Coordinator/Communications, Elections Coordinator, Strategic Planning Coordinator and Initiatives Lead and Outreach Coordinator).</li> <li>Includes contractual cost of living increases and one-time payments (eg, responsibility pay).</li> </ul> | <ul style="list-style-type: none"> <li>Applied a 2.6% CPI increase.</li> <li>The 2021-2022 budget was \$293,773.</li> <li>The 2020-2021 actual was \$291,344.</li> </ul>                     |
| Support Staff – Benefits<br><b>\$23,745 budget</b>  | <ul style="list-style-type: none"> <li>Calculated based on 8% of salary.</li> </ul>  | <ul style="list-style-type: none"> <li>Budget increased for 2022-2023.</li> <li>The 2021-2022 budget was \$23,142.</li> <li>The 2020-2021 actual was \$22,555.</li> </ul>                    |
| Support Staff – RRSP<br><b>\$32,649 budget</b>  | <ul style="list-style-type: none"> <li>Support staff receive RRSP payments for contribution to their own plans.</li> <li>Calculated based on 11% of salary.</li> </ul>   | <ul style="list-style-type: none"> <li>Budget increased for 2022-2023.</li> <li>The 2021-2022 budget was \$31,820.</li> <li>The 2020-2021 actual was \$31,013.</li> </ul>                    |
| Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program<br><b>\$2,188 budget</b> | <ul style="list-style-type: none"> <li>The estimated 2022-2023 rate is \$525 per support staff member per annum (assumes a 5% increase with the actual fee set by GSA Council in March).</li> <li>The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum.</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$2,188.</li> <li>The 2020-2021 actual was \$2,001.</li> </ul>                   |
| Support Staff – Employer CPP Contributions<br><b>\$13,999 budget</b>  | <ul style="list-style-type: none"> <li>CPP is calculated at the Government of Canada rate for 2022.</li> <li>This line shows the employer’s contribution only (not the employee contribution).</li> </ul>  | <ul style="list-style-type: none"> <li>Detailed calculation performed on actual salaries.</li> <li>The 2021-2022 budget was \$12,664.</li> <li>The 2020-2021 actual was \$10,369.</li> </ul> |
| Support Staff – Employer EI Contributions<br><b>\$5,336 budget</b>  | <ul style="list-style-type: none"> <li>EI is calculated at the Government of Canada rate for 2022.</li> <li>This line shows the employer’s contribution only (not the employee contribution).</li> </ul>   | <ul style="list-style-type: none"> <li>Detailed calculation performed on actual salaries.</li> <li>The 2021-2022 budget was \$4,981.</li> <li>The 2020-2021 actual was \$4,209.</li> </ul>   |
| Support Staff Development<br><b>\$6,000 budget</b>  | <ul style="list-style-type: none"> <li>The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development.</li> </ul>  | <ul style="list-style-type: none"> <li>No change to the 2022-2023 budget.</li> <li>The 2021-2022 budget was \$6,000.</li> <li>The 2020-2021 actual was \$4,121.</li> </ul>                   |

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

7.22

|   |   |  |
|---|---|--|
| Support Staff Required Professional Development<br><br><b>\$1,500 budget</b>  | <ul style="list-style-type: none"> <li>● This line is to support staff training and professional development opportunities as required by management.</li> </ul>  | <ul style="list-style-type: none"> <li>● No change to the 2022-2023 budget.</li> <li>● The 2021-2022 budget was \$1,500.</li> <li>● The 2020-2021 actual was \$600.</li> </ul>                   |
| <b>Administrative/Professional Staff</b>  |   |  |
| Administrative/ Professional Staff -- Salaries<br><br><b>\$242,108 budget</b>   | <ul style="list-style-type: none"> <li>● There are 2 full-time administrative/professional staff (Executive Director and Associate Director) and 2 part-time administrative/professional staff (Financial Manager and Accountant (CPA)).</li> <li>● The Executive Director's (ED) salary and other employment related expenses are established in a contractual agreement.</li> </ul> | <ul style="list-style-type: none"> <li>● Budget increased for 2022-2023.</li> <li>● The 2021-2022 budget was \$236,087.</li> <li>● The 2020-2021 actual was \$232,527.</li> </ul>                |
| Administrative/ Professional Staff -- Merit Pay<br><br><b>\$23,776 budget</b>   | <ul style="list-style-type: none"> <li>● In accordance with the ED's contract, the ED has the opportunity to receive an annual merit payment.</li> <li>● Additionally, the other administrative/professional staff are eligible to receive merit payments.</li> </ul>   | <ul style="list-style-type: none"> <li>● No change to the 2022-2023 budget.</li> <li>● The 2021-2022 budget was \$23,776.</li> <li>● The 2020-2021 actual was \$23,776.</li> </ul>               |
| Administrative/ Professional Staff -- Benefits<br><br><b>\$17,590 budget</b>  | <ul style="list-style-type: none"> <li>● Calculated based on 8% of salary.</li> </ul>   | <ul style="list-style-type: none"> <li>● Budget increased for 2022-2023.</li> <li>● The 2021-2022 budget was \$17,144.</li> <li>● The 2020-2021 actual was \$16,860.</li> </ul>                  |
| Administrative/ Professional Staff -- RRSP<br><br><b>\$24,186 budget</b>  | <ul style="list-style-type: none"> <li>● Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary.</li> </ul>  | <ul style="list-style-type: none"> <li>● Budget increased for 2022-2023.</li> <li>● The 2021-2022 budget was \$23,573.</li> <li>● The 2020-2021 actual was \$23,182.</li> </ul>                  |
| Administrative/ Professional Staff -- GSA Health and Dental Plan and Graduate Student Assistance Program<br><br><b>\$1,639 budget</b> | <ul style="list-style-type: none"> <li>● The estimated 2022-2023 rate is \$525 per administrative/professional staff per annum (assumes a 5% increase with the actual fee set by GSA Council in March).</li> <li>● The GSAP is \$21.80 per administrative/professional staff per annum.</li> </ul>  | <ul style="list-style-type: none"> <li>● No change to the 2022-2023 budget.</li> <li>● The 2021-2022 budget was \$1,639.</li> <li>● The 2020-2021 actual was \$1,501.</li> </ul>                 |
| Administrative/ Professional Staff -- Employer CPP Contributions<br><br><b>\$9,340 budget</b>   | <ul style="list-style-type: none"> <li>● CPP is calculated at the Government of Canada rate for 2022.</li> <li>● This line shows the employer's contribution only (not the employee contribution).</li> </ul>   | <ul style="list-style-type: none"> <li>● Detailed calculation performed on actual salaries.</li> <li>● The 2021-2022 budget was \$8,520.</li> <li>● The 2020-2021 actual was \$8,707.</li> </ul> |

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

**7.23**

|   |  |  |
|---|--|--|
| Administrative/<br>Professional Staff –<br>Employer EI Contributions<br><br><b>\$3,575 budget</b> | <ul style="list-style-type: none"> <li>● EI is calculated at the Government of Canada rate for 2022.</li> <li>● This line shows the employer’s contribution only (not the employee contribution).</li> </ul>   | <ul style="list-style-type: none"> <li>● Detailed calculation performed on actual salaries.</li> <li>● The 2021-2022 budget was \$3,378.</li> <li>● The 2020-2021 actual was \$3,665.</li> </ul> |
| <b>Other HR Expenses</b>  |  |  |
| Office Recognition<br><br><b>\$1,000 budget</b>   | <ul style="list-style-type: none"> <li>● This pool of money is used for recognition of GSA staff members (eg, when a staff member leaves or reaches significant benchmarks).</li> </ul>  | <ul style="list-style-type: none"> <li>● No change to the 2022-2023 budget.</li> <li>● The 2021-2022 budget was \$1,000.</li> <li>● The 2020-2021 actual was \$182.</li> </ul>                   |
| Professional Expense<br>Allowance<br><br><b>\$6,886 budget</b>                                    | <ul style="list-style-type: none"> <li>● Contractual arrangement with the ED.</li> <li>● Budget also used for the professional development of administrative/professional staff.</li> </ul>  | <ul style="list-style-type: none"> <li>● No change to the 2022-2023 budget.</li> <li>● The 2021-2022 budget was \$6,886.</li> <li>● The 2020-2021 actual was \$696.</li> </ul>                   |
| Workers’ Compensation<br><br><b>\$2,227 budget</b>  | <ul style="list-style-type: none"> <li>● WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers’ Compensation.</li> <li>● WCB-Alberta requires an annual return be filed by the last day of February each year.</li> </ul> | <ul style="list-style-type: none"> <li>● Per annual premium summary.</li> <li>● The 2021-2022 budget was \$2,504.</li> <li>● The 2020-2021 actual was \$2,277.</li> </ul>                        |

| <b>Office Administration and Operational Costs</b>                           |  |  |
|--|--|--|
| <p>Capital Items</p> <p><b>\$5,500 budget</b></p>                            | <ul style="list-style-type: none"> <li>This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan.</li> </ul>  | <ul style="list-style-type: none"> <li><b>Budget increased for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$4,980.</b></li> <li><b>The 2020-2021 actual was \$4,108.</b></li> </ul>                   |
| <p>Information Technology Service Agreement</p> <p><b>\$6,000 budget</b></p> | <ul style="list-style-type: none"> <li>The GSA has a service agreement with Information Service Technology to support the GSA’s IT and provide troubleshooting services.</li> </ul>  | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$6,000.</b></li> <li><b>The 2020-2021 actual was \$3,150.</b></li> </ul>                |
| <p>Telephone and Cable</p> <p><b>\$3,235 budget</b></p>                      | <ul style="list-style-type: none"> <li>Billed monthly.</li> </ul>  | <ul style="list-style-type: none"> <li><b>Applied a 2.6% CPI increase.</b></li> <li><b>The 2021-2022 budget was \$3,153.</b></li> <li><b>The 2020-2021 actual was \$2,959.</b></li> </ul>                      |
| <p>Office Supplies and Maintenance</p> <p><b>\$7,052 budget</b></p>          | <ul style="list-style-type: none"> <li>General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses.</li> <li>A physical office reorganization to maximize the effective use of the office space was planned in 2020-2021 but was deferred until 2021-2022. The project is mostly complete but it is projected that approximately \$2,000 will be needed in 2022-2023 finish the project.</li> </ul> | <ul style="list-style-type: none"> <li><b>Budget decreased for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$13,000.</b></li> <li><b>The 2020-2021 actual was \$901.</b></li> </ul>                    |
| <p>Computer Software</p> <p><b>\$9,953 budget</b></p>                        | <ul style="list-style-type: none"> <li>Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, and Sage Simply Accounting.</li> <li>Usage of computer software has increased as a result of additional on-line programming.</li> </ul>  | <ul style="list-style-type: none"> <li><b>Budget increased and applied a 2.6% CPI increase.</b></li> <li><b>The 2021-2022 budget was \$7,541.</b></li> <li><b>The 2020-2021 actual was \$5,789.</b></li> </ul> |
| <p>Payroll and Banking Service Charges</p> <p><b>\$1,884 budget</b></p>      | <ul style="list-style-type: none"> <li>The payroll processing charges to CERIDIAN (payroll service provider).</li> <li>Business banking plan fees and corporate MasterCard annual fees.</li> </ul>   | <ul style="list-style-type: none"> <li><b>Applied a 2.6% CPI increase.</b></li> <li><b>The 2021-2022 budget was \$1,836.</b></li> <li><b>The 202-2021 actual was \$1,500.</b></li> </ul>                       |
| <p>Photocopier Lease and Meter</p> <p><b>\$6,000 budget</b></p>              | <ul style="list-style-type: none"> <li>The GSA leases two photocopiers from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly.</li> </ul>  | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$6,000.</b></li> <li><b>The 2020-2021 actual was \$4,320.</b></li> </ul>                |
| <p>General Liability Insurance (Office)</p> <p><b>\$731 budget</b></p>       | <ul style="list-style-type: none"> <li>General liability insurance to cover property damage, personal injury, tenants’ legal liability, etc.</li> </ul>  | <ul style="list-style-type: none"> <li><b>Applied a 2.6% CPI increase.</b></li> <li><b>The 2021-2022 budget was \$712.</b></li> <li><b>The 2020-2021 actual was \$535.</b></li> </ul>                          |

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

7.25

|   |  |  |
|---|--|--|
| AMICCUS-C Membership<br><b>\$725 budget</b>           | <ul style="list-style-type: none"> <li>Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers).</li> </ul>   | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2022 budget was \$725.</b></li> <li><b>The 2020-2021 actual was \$725.</b></li> </ul>          |
| <b>Professional</b>                                   |  |  |
| Financial Auditing<br><b>\$13,000 budget</b>          | <ul style="list-style-type: none"> <li>GSA has an annual audit performed by RSM.</li> <li>Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors.</li> <li>Slight budget increase for 2022-2023 based on higher actual in 2021-2022.</li> </ul> | <ul style="list-style-type: none"> <li><b>Slight budget increase for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$12,700.</b></li> <li><b>The 2020-2021 actual was \$12,679.</b></li> </ul> |
| Consultants<br><b>\$5,000 budget</b>                  | <ul style="list-style-type: none"> <li>Consultancy fees, should a need arise.</li> </ul>   | <ul style="list-style-type: none"> <li><b>Budget decreased for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$10,000.</b></li> <li><b>The 2020-2021 actual was \$21,000.</b></li> </ul>       |
| Investment Advisor<br><b>\$20,000 budget</b>          | <ul style="list-style-type: none"> <li>Investment advisor fees for ATB Wealth.</li> <li>These fees are charged at a rate commensurate with the dollar value of our portfolio (which has increased) so an increase has been applied for 2022-2023.</li> </ul>                                   | <ul style="list-style-type: none"> <li><b>Budget increased for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$16,000.</b></li> <li><b>The 2020-2021 actual was \$18,589.</b></li> </ul>       |
| Legal Fees - General<br><b>\$20,000 budget</b>        | <ul style="list-style-type: none"> <li>Legal advice on significant operational issues as needed.</li> <li>If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor.</li> </ul>  | <ul style="list-style-type: none"> <li><b>Budget decrease for 2022-2023.</b></li> <li><b>The 2021-2022 budget was \$22,000.</b></li> <li><b>The 2020-2021 actual was \$10,080.</b></li> </ul>        |
| <b>Operating/Contingency Fund</b>                     |  |  |
| Operating /Contingency Fund<br><b>\$15,000 budget</b> | <ul style="list-style-type: none"> <li>A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget.</li> </ul>   | <ul style="list-style-type: none"> <li><b>No change to the 2022-2023 budget.</b></li> <li><b>The 2021-2021 budget was \$15,000.</b></li> <li><b>The 2020-2021 actual was \$417.</b></li> </ul>       |



The Graduate Students' Association of the University of Alberta  
 2022-2025 Labour Union Restricted Fund Budget

DRAFT ONLY-FOR DISCUSSION PURPOSES

GSA Labour Union Fund - Revenue

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Approved Budget | 2020-2021<br>Actual |   |
|---|-------------------------------------|---------------------|---------------------|------------------------------|---------------------|---|
| GSA Labour Union Dues Collected         | 180,000                             | 180,000             | 180,000             | N/A                          | N/A                 | COLLECTION OF GSA UNION DUES COMMENCED IN SEPTEMBER 2021<br>TOTAL AMOUNT ESTIMATED ON DUES AMOUNTS COLLECTED IN FALL 2021 |
| <b>GSA Labour Union Fund - Expenses</b> |                                     |                     |                     |                              |                     |   |
| GSA Labour Union Operational Expenses   | 76,000                              | 76,000              | 76,000              | N/A                          | N/A                 | YEARLY PSAC CONTRACT PLUS OTHER EXPENSES IN COMPLIANCE WITH RELEVANT LEGISLATION  |
| <b>Revenues Exceed Expenditures</b>     | <b>104,000</b>                      | <b>104,000</b>      | <b>104,000</b>      | <b>N/A</b>                   | <b>N/A</b>          |   |

**GSA 2022-2023 Labour Union Restricted Funding Budget (Narrative)**

| Account Name and Budget   | Brief Description  | Narrative   |
|---|--|---|
| <b>Labour Union Restricted Fund Revenue</b>                     |  |   |
|   |  |   |
| GSA Labour Union Dues Collected<br><b>\$180,000 budget</b>      | <ul style="list-style-type: none"> <li>● Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students.</li> <li>● Based on the dues received for the 2021 Fall term it is estimated that in 2022-2023 \$180,000 in dues will be collected.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>New restricted revenue budget for 2022-2023.</b></li> </ul> |
|   |  |   |
| <b>Labour Union Restricted Fund Expenses</b>                    |  |   |
|   |  |   |
| GSA Labour Union Operational Expenses<br><b>\$76,000 budget</b> | <ul style="list-style-type: none"> <li>● In October 2021 the GSA signed a service agreement with the Public Service Alliance of Canada (PSAC). The annual cost of this is \$75,000 per annum, assessed quarterly.</li> <li>● In compliance with relevant legislation this budget line will also cover incidental expenses (such as printing of materials, steward training, etc).</li> </ul> | <ul style="list-style-type: none"> <li>● <b>New restricted expense budget for 2022-2023.</b></li> </ul> |

# The Graduate Students' Association of the University of Alberta 2022-2025 Restricted and Other Funding Budget

## GSA - Restricted and Other Funding - Revenue

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Approved<br>Budget | 2020-2021<br>Actual |  |
|---|-------------------------------------|---------------------|---------------------|---------------------------------|---------------------|--|
| <b>Fundraised Activity</b>  |                                     |                     |                     |                                 |                     |  |
| GSA Planner   | 3,620                               | 3,620               | 3,620               | 3,620                           | 2,885               | BASED ON TWO CONTRACTUAL AD COMMITMENTS<br>AND NO AD SALES IN 2022-2025              |
| <b>Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)</b> |                                     |                     |                     |                                 |                     |  |
| GSA Recognition Awards  | 18,000                              | 18,000              | 18,000              | 18,000                          | 18,000              | BASED ON 2022-2023 MOS   |
| GSA Child Care Grants   | 331,100                             | 331,100             | 331,100             | 331,100                         | 391,337             | BASED ON 2022-2023 MOS   |
| GSA Emergency Bursaries   | 378,400                             | 378,400             | 378,400             | 141,900                         | 454,376             | BASED ON 2022-2023 MOS   |
| GSA Academic Travel Awards  | 236,500                             | 236,500             | 236,500             | 473,000                         | 25,300              | BASED ON 2022-2023 MOS   |
|   | <b>964,000</b>                      | <b>964,000</b>      | <b>964,000</b>      | <b>964,000</b>                  | <b>889,013</b>      |  |
| <b>Other Restricted Funding</b>   |                                     |                     |                     |                                 |                     |  |
| CJSR Fees Collected Per Referendum  | 16,432                              | 16,596              | 16,762              | 15,980                          | 16,028              | BASED ON GRADUATE STUDENT ENROLMENT  |
| GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum  | 179,109                             | 180,900             | 182,709             | 82,000                          | 71,433              | BASED ON GRADUATE STUDENT ENROLMENT  |
| GSA Health Plan Fees Collected Per Referendum                             | 1,750,777                           | 1,768,285           | 1,785,968           | 1,667,407                       | 1,451,507           | ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY<br>GSA COUNCIL AT A SEPARATE MEETING |
| GSA Dental Plan Fees Collected Per Referendum                             | 1,308,560                           | 1,321,646           | 1,334,862           | 1,246,248                       | 1,030,601           | ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY<br>GSA COUNCIL AT A SEPARATE MEETING |
|   | <b>3,254,879</b>                    | <b>3,287,427</b>    | <b>3,320,302</b>    | <b>3,011,635</b>                | <b>2,569,569</b>    |  |
|   | <b>4,222,499</b>                    | <b>4,255,047</b>    | <b>4,287,922</b>    | <b>3,979,255</b>                | <b>3,461,467</b>    |  |

# The Graduate Students' Association of the University of Alberta 2021-2025 Restricted and Other Funding Budget

## Restricted and Other Funding - Expenses

|   | 2022-2023<br>Budget for<br>Approval | 2023-2024<br>Budget | 2024-2025<br>Budget | 2021-2022<br>Budget | 2020-2021<br>Actual |   |
|---|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---|
| <b>Fundraised Activity</b>  |                                     |                     |                     |                     |                     |   |
| GSA Planner   | 3,620                               | 3,620               | 3,620               | 3,620               | 2,885               | TWO CONTRACTUAL ADS AND NO AD SALES IN 2022-2025                                  |
| <b>Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)</b>       |                                     |                     |                     |                     |                     |   |
| GSA Graduate Student Recognition Awards   | 18,000                              | 18,000              | 18,000              | 18,000              | 18,000              | BASED ON 2022-2023 MOS  |
| GSA Child Care Grants   | 331,100                             | 331,100             | 331,100             | 331,100             | 391,337             | BASED ON 2022-2023 MOS  |
| GSA Emergency Bursaries   | 378,400                             | 141,900             | 141,900             | 141,900             | 454,376             | BASED ON 2022-2023 MOS  |
| GSA Academic Travel Grants  | 236,500                             | 473,000             | 473,000             | 473,000             | 25,300              | BASED ON 2022-2023 MOS  |
|   | <b>964,000</b>                      | <b>964,000</b>      | <b>964,000</b>      | <b>964,000</b>      | <b>889,013</b>      |   |
| <b>Other Restricted Funding</b>   |                                     |                     |                     |                     |                     |   |
| CJSR Fees Collected - \$1.00 per student goes to the radio station's operations | 16,432                              | 16,596              | 16,762              | 15,980              | 16,028              | BASED ON GRADUATE STUDENT ENROLMENT   |
| GSAP (Graduate Student Assistance Program) Fees Collected                       | 179,109                             | 180,900             | 182,709             | 82,000              | 71,433              | BASED ON GRADUATE STUDENT ENROLMENT   |
| GSA Health Plan Revenue   | 1,750,777                           | 1,768,285           | 1,785,968           | 1,667,407           | 1,451,507           | ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING |
| GSA Dental Plan Revenue   | 1,308,560                           | 1,321,646           | 1,334,862           | 1,246,248           | 1,030,601           | ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING |
|   | <b>3,254,879</b>                    | <b>3,287,427</b>    | <b>3,320,302</b>    | <b>3,011,635</b>    | <b>2,569,569</b>    |   |
|   | <b>4,222,499</b>                    | <b>4,255,047</b>    | <b>4,287,922</b>    | <b>3,979,255</b>    | <b>3,461,467</b>    |   |

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

7.30

| Account Name and Budget  | Brief Description  | Narrative   |
|--|--|---|
| <b>Restricted and Other Funding</b>  |  |   |
| <b>Fundraised Activity</b>   |  |   |
| GSA Planner<br><b>\$3,620 budget</b>   | <ul style="list-style-type: none"> <li>● The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs.</li> <li>● There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. For 2022-2023 it is anticipated that no other ad space will be purchased as a result of COVID-19-related financial pressures. The cost of printing Planners will be accordingly offset from the “Engagement, Orientation and Outreach” line in the Operating budget.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>No change to the 2022-2023 budget.</b></li> <li>● <b>The 2021-2022 budget was \$3,620.</b></li> <li>● <b>The 2020-2021 actual was \$2,885.</b></li> </ul> |
| <b>Graduate Student Support Fund (Restricted Revenue)</b>  |  |   |
| The University has advised the GSA that the funding provided for the Graduate Student Support Fund (GSSF) for 2022-2023 will remain at the level provided in 2021-2022 (total of \$964,000). |  |   |
| GSA Recognition Awards<br><b>\$18,000 budget</b>   | <ul style="list-style-type: none"> <li>● Funds provided for various awards presented at the annual GSA Awards Night.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses for the GSA Awards Night event itself are processed in March from the Operating budget.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$18,000.</b></li> <li>● <b>The 2020-2021 actual was \$18,000.</b></li> </ul>  |
| GSA Child Care Grants<br><b>\$331,100 budget</b>   | <ul style="list-style-type: none"> <li>● Graduate students can apply for this grant to offset the cost of child care.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$331,100.</b></li> <li>● <b>The 2020-2021 actual was \$391,337.</b></li> </ul>  |
| GSA Emergency Bursaries<br><b>\$378,400 budget</b>   | <ul style="list-style-type: none"> <li>● Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$141,900.</b></li> <li>● <b>The 2020-2021 actual was \$454,376.</b></li> </ul>  |
| GSA Academic Travel Grants<br><b>\$236,500 budget</b>  | <ul style="list-style-type: none"> <li>● Graduate students can apply for this grant to participate in academic activities such as conferences and research trips.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$473,000.</b></li> <li>● <b>The 2020-2021 actual was \$25,300.</b></li> </ul>   |

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

**7.31**

|  |  |  |
|--|--|--|
| <p>CJSR Fees</p> <p><b>\$16,432 budget</b></p>                                   | <ul style="list-style-type: none"> <li>● The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999.</li> <li>● Revenue and the related expenses are processed in October and February.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$15,980.</b></li> <li>● <b>The 2020-2021 actual was \$16,028.</b></li> </ul>       |
| <p>GSAP (Graduate Student Assistance Program)</p> <p><b>\$179,109 budget</b></p> | <ul style="list-style-type: none"> <li>● In February 2021 a referendum was held during the GSA elections to approve continuation of the GSAP at a cost of up to \$21.80 per graduate student. Collection of the new fee began in September 2021.</li> <li>● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum.</li> <li>● The increase in the GSAP fee is reflected in the increase of the budget for 2022-2023.</li> <li>● The University provides a subsidy against the cost of the GSAP until March 2025.</li> <li>● Revenue and the related expenses are processed in October and February.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$82,000.</b></li> <li>● <b>The 2020-2021 actual was \$71,433.</b></li> </ul>       |
| <p>GSA Health Plan</p> <p><b>\$1,750,777 budget</b></p>                          | <ul style="list-style-type: none"> <li>● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan.</li> <li>● The 2021-2022 fee is \$285.61 per graduate student per year and is estimated to increase by 5%.</li> <li>● Revenue and related expenses are processed in October, February, and March.</li> <li>● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$1,667,407.</b></li> <li>● <b>The 2020-2021 actual was \$1,451,507.</b></li> </ul> |
| <p>GSA Dental Plan</p> <p><b>\$1,306,560 budget</b></p>                          | <ul style="list-style-type: none"> <li>● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan.</li> <li>● The 2021-2022 fee is \$214.75 per graduate student per year and is estimated to increase by 5%.</li> <li>● Revenue and related expenses are processed in October, February, and March.</li> <li>● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees.</li> </ul>  | <ul style="list-style-type: none"> <li>● <b>The 2021-2022 budget was \$1,246,284.</b></li> <li>● <b>The 2020-2021 actual was \$1,030,601.</b></li> </ul> |



Dear Colleagues,

18 February 2022

I am pleased to report we are **more than on track overall as we approach the end of our fiscal year** and we are **projecting a significant positive balance** at the end of the 2021-2022 fiscal year (this is largely the result of enrollment levels exceeding our original projections and our expenses continuing to be reduced as a result of the pandemic). As was the case last year, the projected positive balance, is thus closely tied to reduced spending as a result of the pandemic and not reflective of a “normal” year. When current circumstances normalize, we expect to be more on track in terms of realizing our ultimate goal of a balanced budget where revenues do not excessively exceed expenditures.

With respect to the projected surplus, members of the GSA Budget and Finance Committee (GSA BFC) agreed that following the GSA's fiscal year end and all necessary reconciliations, 30% of any surplus will be provided as a one-time grant (in addition to the annual grant the GSA provides) to the Campus Food Bank, in recognition of the important services they provide and the ever-growing numbers of graduate students (particularly international graduate students) who utilize them. The remainder of the projected surplus, can be rolled into next year's budget or used to grow the Financial Stabilization Fund and/or Legal Defence Fund to their target levels (pending consultation with the GSA's auditor and the GSA BFC), or for other identified needs that may arise.

It should be noted that, although we are reasonably confident in the forecast, we may see some small further variances in various areas as we still have several months left in the current fiscal year. This is also reflected in the explanatory notes in the attached spreadsheets. I have highlighted a few areas to draw your attention to below.

## 1) Operating Budget

### GSA Fees Revenue

As a fee-based organization, graduate student enrolment levels are the key drivers of our budget and, as has been the case in previous years, the Financial Team closely monitors these. As you can see, enrollment proved (in spite of the pandemic) to be higher than originally projected. That said, we do not yet know enrollment numbers for the winter term, so the positive variance projected here will likely change.

### Expenses

As was the case with the last of these reports, our most significant variance remains the projected loss of revenue associated with the Commercial Activities line due to the partial closure of the Chopped Leaf outlet in the PAW Centre as a result of the ongoing pandemic. This negative variance is, however offset by lines in which a surplus at year-end is projected, including:

- The Governance line (owing to decreased expenses associated with hosting meetings of GSA Council and GSA standing committees.
- The Advocacy line (due to reduced expenditures for advocacy travel and external relations);
- The Services line (due to reduced expenses in providing GSA Graduate Student Group Grants);





- The Human Resources line (as we are not anticipating any turnover in staff in the coming months, we will surplus the amount we budget annually for staff transition/overlap costs);
- The Office Administration line (due to lower costs than projected for the long-budgeted office reorganization and lower photocopier costs due to office closures); *and*
- The Contingency line.

## 2. GSA Labour Union Restricted Fund

This is a new schedule effective 1 September 2021 when a new bank account was set-up to collect union dues from the pay of Academically-Employed Graduate Students. Also reflected are the costs associated with the service agreement with the Public Service Alliance of Canada to help support the GSA's work as a union, as well as other sundry expenses. (a restricted investment reserve fund was also set-up with ATB Wealth Management and reporting on this invested portion will occur with the year-end external audit, along with the GSA's other investment funds).

## 3. Restricted Funds

As detailed in the attached spreadsheets, there are a few variances in the restricted portion of the GSA's budget.

In closing, the financial team will continue to closely monitor our financial position for the remaining months of the fiscal year and we are on track thus far. My thanks to the members of the GSA's financial team (Accountant Shirley Ball, Financial Manager Dorte Sheikh, Executive Director Courtney Thomas, and Associate Director Erika Heiberg) and the members of the GSA BFC. I'll be happy to answer any questions when we meet on 28 February 2022.

A handwritten signature in black ink, appearing to read 'Anas'.

Anas Fassih, President and Chair of the GSA BFC

### Outline of Issue

#### **GSA 2021-2022 Winter Term Budget and Expenditure Report**

#### **Suggested Motion:**

That the GSA Board **RECEIVE FOR INFORMATION** the GSA 2021-2022 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 2021-2022 GSA's fiscal year.

The Financial Team (Executive Director Courtney Thomas, CPA and Accountant Shirley Ball, Financial Manager Dorte Sheikh, and Associate Director Erika Heiberg) 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 2021-2022 Winter Term Budget and Expenditure Report at their 24 January 2022 meeting and 1 February 2022, respectively.

Additional information can be found in the attached cover letter.

#### **Jurisdiction:**

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

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

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

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

|   | CURRENT YEAR<br>April 1, 2021 to March 31, 2022 |                      |                      |                  | PRIOR YEAR<br>Comparative |       |             |                      |                      |
|---|---|----------------------|----------------------|------------------|---------------------------|-------|-------------|----------------------|----------------------|
|   | 2021-2022                                       | Actual               | Forecast             | Total            | Variance                  | Ref # | % Variance  | Actual               | Total Actual         |
|   | Approved Budget                                 | Apr 2021 to Dec 2021 | Jan 2022 to Mar 2022 |                  |                           |       |             | Apr 2020 to Dec 2020 | Apr 2020 to Mar 2021 |
| <b>REVENUE</b>                              |   |                      |                      |                  |                           |       |             |                      |                      |
| GSA Fees Revenue                            | 1,184,184                                       | 924,825              | 285,000              | 1,209,825        | 25,641                    | 1     | 2%          | 901,224              | 1,180,800            |
| Interest Income                             | 15,000  | 10,609               | 4,391                | 15,000           | -                         |       | 0%          | 9,795                | 14,484               |
| External Committed Funding                  | 26,880  | 4,190                | 22,690               | 26,880           | -                         |       | 0%          | 7,190                | 28,690               |
| Revenue from Commercial Activities          | 25,929  | -                    | 1,500                | 1,500            | (24,429)                  | 2     | -94%        | 4,847                | 3,347                |
| Other Revenue                               | 1,300   | -                    | 1,300                | 1,300            | -                         |       | 0%          | -                    | -                    |
| <b>Total Revenue</b>                        | <b>1,253,293</b>                                | <b>939,624</b>       | <b>314,881</b>       | <b>1,254,505</b> | <b>1,212</b>              |       | <b>0%</b>   | <b>923,056</b>       | <b>1,227,321</b>     |
| <b>EXPENSES</b>                             |   |                      |                      |                  |                           |       |             |                      |                      |
| Advocacy                                    | 48,472  | 1,754                | 37,965               | 39,719           | 8,753                     | 3     | 18%         | 32,382               | 32,532               |
| Services                                    | 142,842   | 81,817               | 31,950               | 113,767          | 29,075                    | 4     | 20%         | 59,161               | 72,965               |
| Governance                                  | 219,978   | 151,566              | 60,941               | 212,507          | 7,471                     | 5     | 3%          | 145,348              | 197,712              |
| Human Resources                             | 700,575   | 521,231              | 172,509              | 693,740          | 6,835                     | 6     | 1%          | 501,680              | 681,681              |
| Office Administration and Operational Costs | 43,947  | 20,140               | 13,926               | 34,066           | 9,881                     | 7     | 22%         | 17,350               | 23,988               |
| Professional                                | 60,700  | 43,648               | 17,052               | 60,700           | -                         |       | 0%          | 38,782               | 62,348               |
| Operating/Contingency Fund                  | 15,000  | -                    | -                    | -                | 15,000                    | 8     | 100%        | -                    | 417                  |
| <b>Total Expenses</b>                       | <b>1,231,514</b>                                | <b>820,156</b>       | <b>334,343</b>       | <b>1,154,499</b> | <b>77,015</b>             |       | <b>6%</b>   | <b>794,703</b>       | <b>1,071,643</b>     |
| <b>BALANCE</b>                              | <b>21,779</b>                                   | <b>119,468</b>       | <b>(19,462)</b>      | <b>100,006</b>   | <b>78,227</b>             |       | <b>359%</b> | <b>128,353</b>       | <b>155,678</b>       |

**Explanatory notes:**  
 Under the variance column red numbers indicates less revenue received than budgeted. Black numbers indicate an expense savings. 0% means no variance at this point, budget is on target.  
 Variance formula: for Revenue the variance is the total for the 2021-2022 year subtracted by the approved budget amount.  
 for Expenses the variance is the approved budget amount subtracted by the total for the 2021-2022 year.  
 Projected surplus funds will be applied to the Financial Stabilization Fund and/or Legal Defence Fund pending consultation with the GSA Auditor and GSA BFC.  
 1. Projected increase in GSA fees revenue due to a graduate student enrolment increase. Winter term enrolment numbers are unknown so the variance will change.  
 2. Projected decrease in Revenue from Commercial Activities due to partial closure of Chopped Leaf outlet in the PAW Centre due to COVID-19.  
 3. Projected savings in Advocacy due to reduced expenses in Business Travel and External Relations due to COVID-19.  
 4. Projected savings in Services due to reduced expenses in providing GSA Graduate Student Group Grants.  
 5. Projected savings in Governance due to lower GSA Board and GSA Council expenses and lower Directly-Elected Officer expenses due to COVID-19.  
 6. Projected savings in Human Resources due to surplus of budgeted funds for possible staff transitioning.  
 7. Projected savings in Office Administration due to lower costs than projected for the office reorganization and lower photocopier costs due to office closures.  
 8. Projected savings in the Operating/Contingency Fund.

The Graduate Students' Association of the University of Alberta

**2021-2022 GSA Labour Union Fund Dues (NEW)**

Budget and Expenditure Report

Winter Term Update, September to December 2021 actuals and January 2022 to March 2022 forecast

| <b>CURRENT YEAR</b>                        |  |                                   |                                     |               |          |       |   |
|--|--|-----------------------------------|-------------------------------------|---------------|----------|-------|---|
| <b>September 1, 2021 to March 31, 2022</b> |  |                                   |                                     |               |          |       |   |
|  | 2021-2022<br>New Budget<br>commencing<br>September<br>2021 | Actual<br>Sep 2021 to<br>Dec 2021 | Forecast<br>Jan 2022 to<br>Mar 2022 | Total         | Variance | Ref # | % |
| <b>REVENUE</b>                             |  |                                   |                                     |               |          |       |   |
| Labour Union Fund Dues (NEW)               | N/A  | 50,626                            | 80,000                              | 130,626       | N/A      |       |   |
| <b>EXPENSES</b>                            |  |                                   |                                     |               |          |       |   |
| Labour Union Fund Dues (NEW)               | N/A  | 19,152                            | 18,751                              | 37,903        | N/A      |       |   |
| <b>BALANCE</b>                             |  | <b>31,474</b>                     | <b>61,250</b>                       | <b>92,724</b> |          |       |   |

Explanatory notes:

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

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

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

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

## 2021-2022 GSA Restricted and Other Funding

## Budget and Expenditure Report

Winter Update, April to December 2021 actuals and January 2022 to March 2022 forecast

|   | CURRENT YEAR<br>April 1, 2021 to March 31, 2022 |                         |                         |           |           |       | PRIOR YEAR<br>Comparative |                         |                           |
|---|---|-------------------------|-------------------------|-----------|-----------|-------|---------------------------|-------------------------|---------------------------|
|   | 2021-2022                                       | Actual                  | Forecast                | Total     | Variance  | Ref # | % Variance                | Actual                  | Total Actual<br>2020-2021 |
|   | Approved Budget                                 | Apr 2021 to<br>Dec 2021 | Jan 2022 to<br>Mar 2022 |           |           |       |                           | Apr 2020 to<br>Dec 2020 | Apr 2020 to<br>Mar 2021   |
| <b>Fundraised Activity</b>  |   |                         |                         |           |           |       |                           |                         |                           |
| GSA Planner   | 3,620   | 1,191                   | -                       | 1,191     | (2,429)   | 1     | -67%                      | 2,885                   | 2,885                     |
| <b>Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)</b>       |   |                         |                         |           |           |       |                           |                         |                           |
| GSA Recognition Awards  | 18,000  | -                       | 18,000                  | 18,000    | -         |       | 0%                        | -                       | 18,000                    |
| GSA Child Care Grants   | 331,100   | 167,000                 | 164,100                 | 331,100   | -         |       | 0%                        | 331,337                 | 331,100                   |
| GSA Emergency Bursaries   | 141,900   | 19,746                  | 358,654                 | 378,400   | (236,500) | 2     | -167%                     | 106,791                 | 491,900                   |
| GSA Academic Travel Grants  | 473,000   | 122,457                 | 114,043                 | 236,500   | 236,500   | 3     | 50%                       | 166,505                 | 123,000                   |
|   | 964,000   | 309,203                 | 654,797                 | 964,000   | -         |       | 0%                        | 604,633                 | 964,000                   |
| <b>Other Restricted Funding</b>   |   |                         |                         |           |           |       |                           |                         |                           |
| CJSR Fees Collected - \$1.00 per student goes to the radio station's operations | 15,980  | 6,137                   | 9,843                   | 15,980    | -         |       | 0%                        | 5,912                   | 16,028                    |
| GSAP (Graduate Student Assistance Program) Fees Collected                       | 82,000  | 88,002                  | 76,000                  | 164,002   | 82,002    | 4     | 100%                      | 42,218                  | 71,433                    |
| Health Plan Revenue   | 1,667,407                                       | 1,031,536               | 635,871                 | 1,667,407 |           |       | 0%                        | 953,337                 | 1,451,507                 |
| Dental Plan Revenue   | 1,246,248                                       | 774,877                 | 471,371                 | 1,246,248 |           |       | 0%                        | 715,630                 | 1,030,601                 |
|   | 3,011,635                                       | 1,900,552               | 1,193,085               | 3,093,637 | 82,002    |       | 3%                        | 1,717,097               | 2,569,569                 |
| <b>BALANCE</b>  | 3,979,255                                       | 2,210,946               | 1,847,882               | 4,058,828 | 79,573    |       | 2%                        | 2,324,615               | 3,536,454                 |

## Explanatory notes:

Under the variance column red numbers indicates less revenue than budgeted. Black numbers indicate an expense savings. 0% means no variance at this point, budget is on target.

1. GSA Planner deficit due to a decrease in ad revenue.
2. GSA Emergency Bursaries appear to be overspent but transfers were made into this budget line from the GSA Academic Travel Grants budget due to lower demand due to COVID-19 and higher demand for Emergency Bursaries (including Supplementary Bursaries).
3. GSA Academic Travel Grants appear to be underspent but transfers were made to GSA Emergency Bursaries due to higher demand for this funding instead of Travel Grants due to COVID-19.
4. Budget of \$82,000 was approved prior to the referendum to increase the GSAP fee from \$12/year to \$21.80/year so revenue collected and expenses paid are higher than the approved budget.

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

### Outline of Issue

#### **Recommended Changes to GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board**

##### **Suggested Motion:**

That GSA Council, on the recommendation of the GSA Governance Committee, **APPROVE** recommended changes to GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, as shown in the attached document and effective upon approval by GSA Council.

##### **Background:**

The recommended changes focus on removing Councillors-at-Large (CALs) from the jurisdiction of the GSA Appeals and Complaints Board (GSA ACB) and permitting them to serve as members of that body.

CALs were not originally under the jurisdiction of the GSA ACB when it was created in 2014-2015 (nor was it deemed necessary that they be by the GSA's legal counsel, who extensively reviewed that proposal). They were added in 2016-2017 when attempts were made to try to align their described duties with those of Departmental Councillors, who have a clearly defined constituency, and to also add a mechanism to address breaches in the performance of a CAL's duties.

However, when one considers what those stated duties in GSA Bylaw and Policy are (attending meetings of GSA Council and providing additional voices on GSA Council from those offered by Directly-Elected Officers and Departmental Councillors) and where they are actually discharged (in GSA Council), mechanisms to address non-performance of those duties are already covered in other sections of GSA Bylaw and Policy (such as the GSA Council attendance policy). Likewise, it seems inherently unlikely that a complaint against a CAL would be raised by anyone other than a fellow member of GSA Council, and any such concerns could be addressed within the structure of GSA Council (via consultation between the Speaker and other members of GSA Council), rather than by an external body, such as the GSA ACB.

In essence, having CALs under the jurisdiction of the GSA ACB is impractical and unnecessary.

With respect to CALs being permitted to serve on the GSA ACB, the reason for their initial exclusion was not directly related to the GSA ACB having jurisdiction over them (again, this was a later addition) but was, rather, due to the provision that no one who ran in the most recent GSA General Election was able to serve on the committee. But, for the reasons outlined below, having run in the General Election does not inherently put a CAL into a position of conflict of interest when it comes to the business of the GSA ACB and other measures to ensure that, if there were a conflict of interest, they would be excluded from serving on a hearing panel already exist (and the original legal review noted above also indicated that that blanket prohibition did not necessarily need to be applied to CALs). Likewise, exceptions have been made in the past by the GSA Nominating Committee to allow for CALs to serve on the GSA ACB as there are often vacancies among the four positions reserved on that body for GSA Council members, and it seemed advisable to that committee to not turn away interested CALs.

Concerning the issue of procedural fairness and whether serving as a CAL (which *might* have involved running in the previous year's General Election – in practice, CALs are often elected by GSA Council after the General Election) would potentially make them inherently biased when it comes to hearing appeals of decisions of the Chief Returning Officer (CRO), it is important to note that, in the event the GSA ACB needed to hear such an appeal, the members of the smaller appeal panel would be selected from the larger body and both the appellant and respondent could file concerns with bias on the part of any of the appeal panel members and they would be removed. Thus, it seems highly unlikely that allowing CALs to serve on the GSA ACB could result in anything deemed procedurally unfair. Timing is also important to consider. CALs are elected in February/March but their terms do not start until 1 May, and this date would be the earliest they could express interest in serving on the GSA ACB (and then GSA Council still has to elect them to those positions). Essentially a CAL would start serving on the GSA ACB well after the election cycle (and any associated complaint and appeal processes were resolved), so they would never be in a position to hear a complaint about someone who ran at the same time as they did. And, if that somehow were to occur, the first portion of this rationale still holds (that they would not be selected to serve on the hearing panel or be conflicted out of serving on it). Likewise, if a previously elected CAL already serving on the GSA ACB were seeking another term as a CAL, they would be able to note on the nomination form (which asks candidates to declare concerns of bias about members of the GSA ACB) that they have a concern with bias against (obviously) themselves in their capacity as a GSA ACB member hearing an

appeal of a CRO decision that related to either them or another CAL candidate. This would also ensure they were not selected to serve on an appeal panel.

In order to further ensure that no other situations of inherent bias could result from permitting CALs to serve on the GSA ACB, existing elements of ensuring members are not involved in election processes are preserved. For example, the requirement that any GSA ACB member planning to run in the General Election would step down remains (see Section H.POL.8.5). Thus, CALs would need to resign from the GSA ACB if they intended to run again as a CAL in the upcoming GSA General Election. This is because, if they filed an appeal of a decision of the CRO that related to them or another party filed an appeal that related to them, they would be sitting on the body that would adjudicate those complaints, which would put them in a position of conflict of interest. However, if they were elected as a CAL in the preceding election (in February or March), their term as CAL would not start until 1 May, by which point any potential appeals of a decision of the CRO related to the election in which they ran would already have been adjudicated by the GSA ACB, thus not placing them overtly in a position of conflict of interest.

These recommended changes to GSA Policy were extensively reviewed by the GSA ACB in November 2021 and then recommended to GSA Council by the GSA Governance Committee on 14 January 2022. The proposal was reviewed by the GSA Board on 15 February 2022.

For further background, below are the relevant excerpts from the email strand constituting the GSA ACB's review of the recommended changes:

GSA ACB Member #1

"Thank you for all the thoughtful and careful consideration that the GSA staff have clearly put into re-evaluating the jurisdiction and eligibility of ACB. Having reviewed your proposed changes, I think they are quite reasonable, still maintain the consideration of fairness, and include several checks and balances to ensure a conflict of interest does not arise. I do have one (extremely nitpicky) editorial suggestion - the new text of 8.4 makes it a little unclear whether CALs are permitted to have served as a Campaign Representative in the most recent referendum (since this item comes last in the list). I'd suggest either the addition of a comma (I said it was nitpicky), or swap the order of the clauses about running in the election and as campaign representative, to make it absolutely clear that the parenthetical reference to the exception for CALs only applies to running as an individual in an election.

"or (with the exception of Councillors-at-Large) have run in the most recent GSA General Election and/or by-election, or served as a Campaign Representative in the most recent referendum.""

GSA ACB Member #2

"Thanks for all of the background information and for laying this out so clearly. I have had a chance to review and fully support the proposed changes. No concerns or feedback on my end."

GSA ACB Chair

"This has clearly been vetted and thought out very carefully by the GSA staff and for that I thank you. I agree with the suggestion on the adjustment to make it more clear."

I only thought of one thing while I was reading this. I agree with the entire rationale of CALs serving on the GSA ACB as long as we are actively aware of maintaining procedural fairness and bias. My only suggestion considering that CALs are to be removed from the jurisdiction of the GSA ACB is that a mechanism similar to the GSA ACB should be considered for any potential conflicts that may arise. After reviewing GSA Policy, removal from office is slightly vague at that point for CALs. GSA Officers have the right to a hearing at the GSA ACB but if CALs are removed from our jurisdiction the process is vague. I'm not sure if I just missed something in the GSA Policy but I think it is worth looking into further."

GSA ED

"Thanks for this feedback. Our thinking within the office is essentially that CALs (given what their listed duties are) would only potentially have a complaint brought against them for one of two reasons: not attending meetings of GSA Council or violating the decorum of GSA Council in some way.

With respect to the first instance, this would be covered by Section C.POL.6.4.a, and might result in the Speaker, after consulting with the others members of GSA Council, suspending them from meetings or invoking some other measure which, if a CAL disputed, essentially then becomes a complaint about the conduct of the Speaker (which would fall under the jurisdiction of the GSA ACB).



In the second instance, I think you've pinpointed a larger issue (separate from the bulk of this proposal) about how currently, not just for CALs but also for Departmental Councillors, Alternates, etc, while the Speaker is tasked with upholding decorum at GSA Council meetings, the specific measures they can take in counteracting breaches of said decorum (ie, temporarily barring people from GSA Council meetings, declaring a position vacant, etc) are not explicitly listed. When the initial policies around GSA Council were developed, we were advised by our lawyer that it would be up to GSA Council, as the body that ultimately sets the policies that govern its operations, to assess how it wanted to handle breaches of those Council-specific policies (basically the advice we were given was "if something should happen, the Speaker can formulate possible solutions, discuss those with Council, and the group, as the highest governing body of the organization, would form a consensus on the action to be taken, which would then come into force").

That said, that was now some years ago so it might be something that needs to be re-evaluated at some point to see if there should be some specific measures listed that the Speaker and GSA Council can consider in instances of breaches. We can certainly put some thought into that."

#### GSA ACB Chair

"That makes sense. I do think this does need to be looked at again to make sure everything is clear. I do believe that would fall under the purview of the GSA Governance Committee to determine if this needs to be addressed in GSA Policy or not but I would be more than happy to potentially attend meetings pertaining to this issue if needed."

#### GSA ED

"You are correct - the governance pathway for this is that it will be voted on by the GSA Governance Committee (to recommend it to GSA Council) and then GSA Council will need to consider it. We've mapped it out to send an email vote to the GSA Governance Committee towards the end of November (with the possibility for members to meet if there are questions/concerns) and then GSA Council will consider it in January. Would you like me to arrange a time for you all to meet (or whoever is able to) before this gets circulated to the GSA Governance Committee?"

#### GSA ACB Chair

"I'm honestly debating whether or not it is completely necessary since I'm confident the GSA Governance Committee will take the time to fully consider this matter. I am curious what other members of the GSA ACB think of this and whether they think a meeting around this is necessary. In my opinion, I think it is not and if this email thread is shared with the committee it should be enough to spark discussion around if changes are needed based on the discussion we have had here."

#### GSA ACB Member #1

"I'm happy to pass the issue to governance and if they identify any areas of feedback they'd like from ACB, we can revisit it then."

#### GSA ED

"We can certainly share this email thread with committee members and, again, if you all think a meeting would be helpful, we can certainly set that up."

Just to clarify as I think I may have not fully addressed this as I read back through things (and I definitely see places in my initial email where I wasn't clear on this):

These changes essentially ensure that Policy on the GSA ACB aligns with the legal advice we originally received when it was established (specifically that the GSA ACB address complaints against officers (rather than against officers and CALs) and appeals of decisions made by the CRO). This was the version originally approved by GSA Council and was in place without issue for several years. The move to bring CALs under the jurisdiction of the GSA ACB was done several years later without the benefit of legal advice and in an attempt (which we now feel was overly restrictive and unnecessary) to standardize the duties and defined constituencies of members of GSA Council.

Oftentimes with policy documents, you're not 100% aware of an issue until the rubber meets the road, so to speak, and the provisions of it are tested. In this case, the thinking on this was motivated by a 15 month stretch of chronic vacancies on the GSA ACB and CALs expressing interest in serving. At the time these expressions came forward to the GSA Nominating Committee, members discussed the matter (and perhaps Kenzie as GSA NoC chair might have more on this) and agreed that it was prohibitive to not permit CALs to serve. The deep thinking around that led the office to do a lot of research into the legal advice originally received and the initial drafting of the Policy. That's when we discovered that, in addition to the whole business of whether CALs should be prevented from serving, there was also the fact that CALs were never under the original

jurisdiction of the GSA ACB and added later, in contradiction to the originally received legal advice, that might need to be addressed.

The reason for the exclusion of CALs from serving on the GSA ACB isn't necessarily directly related to the GSA ACB having jurisdiction over them (again, this was a later addition) but was, rather, due to the provision that no one who ran in the most recent GSA General Election was able to serve on the committee. But, for the reasons outlined in the proposal and my initial email, having run in the General Election doesn't inherently put a CAL into a position of conflict of interest when it comes to the business of the GSA ACB and other measures to ensure that if there were a conflict of interest they would be excluded from serving on a hearing panel already exist (and our legal advice also indicated that that blanket prohibition did not need to be applied to CALs, although it was anyways).

The separate matter of whether there should be a section of Section C of GSA Bylaw and Policy (that which governs GSA Council) that addresses the means by which Departmental Councillors and CALs can be disciplined is something a bit larger than the GSA Governance Committee and GSA Council might wish to consider in the future. As noted however, the advice we've received from our lawyers is essentially that those are matters that should be decided upon by GSA Council in the event that it became necessary. It's also uncommon for bodies such as GSA Council (I'm thinking of University governance parallels like GFC or FGSR Council) to have rules around "disciplining" members as the overriding principle is that as long as an elected representative is attending and voicing their views, they are fulfilling their office. For all GSA Council members, they are already bound by an attendance policy and the only other ways in which they could, in theory, not act in accordance with their duties would be to breach decorum, which depending on the severity of the breach could a) be grounds for filing charges under the Code of Student Conduct (which supersedes the authority of the GSA ACB) or b) result in the Speaker and the other members of GSA Council jointly deciding on some remedial measures (revoking speaking privileges for the remainder of the meeting, etc)."

#### GSA ACB Chair

"I think it can move forward without any problems to GSA Governance and GSA Council, this thread itself should spark enough discussion. Given your last explanation, I think it is clear that the GSA ACB will not have any conflicts and other matters that have been brought up can be handled via GSA Council (in the rare event that they ever would)."

#### **Jurisdiction:**

##### GSA Bylaw and Policy, Section A.BYL.2.2

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

##### GSA Bylaw and Policy, Section F.POL.4.2.a

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

**Recommended Changes to GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board**

| Current Policy ( <i>deletions noted by a strikethrough</i> ) and Proposed Changes ( <i>additions underlined</i> )   | Rationale/Background  |
|---|---|
| <b>GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board</b>  | <i>No change.</i>   |
| <b>GSA Policy: Performance and Conduct, Conflict of Interest, and Conflict of Commitment</b>  | <i>No change.</i>   |
| <b>H.POL.1 Performance and Conduct of GSA Officers</b>  | <i>No change.</i>   |
| H.POL.1.1 The GSA expects GSA Officers <del>and Councillors-at-Large (CALs)</del> to contribute to the carrying out of the GSA’s fiduciary duty to represent the interests of graduate students at the University of Alberta through conduct that exhibits the highest ethical and professional standards. These representatives are expected to observe GSA Bylaw and Policy, and are expected to perform their duties with diligence. | <i>Removal of Councillors-at-Large (CALs) from the jurisdiction of the GSA Appeals and Complaints Board (GSA ACB). See the attached outline of issue for full background and rationale.</i> |
| H.POL.1.2 GSA Officers <del>and CALs</del> can be held accountable for their conduct (including conflict of interest or conflict of commitment) and/or the performance of their duties and related matters (including attendance and confidentiality)), and may be removed from office.   | <i>See above rationale.</i>   |
| <b>H.POL.2 Conflict of Interest</b>   | <i>No change.</i>   |
| H.POL.2.1- H.POL.5.9.b ...  | <i>No change.</i>   |
| <b>H.POL.3 Conflict of Commitment</b>   | <i>No change.</i>   |
| H.POL.3.1 ...   | <i>No change.</i>   |
| <b>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</b>   | <i>No change.</i>   |
| <b>H.POL.4 Responsibilities and Attendance of GSA Standing Committee, GSA Ad Hoc Committee, and GSA Subcommittee Members</b>  | <i>No change.</i>   |
| H.POL.4.1-H.POL.4.3 ...   | <i>No change.</i>   |
| <b>H.POL.5 Responsibilities and Attendance of GSA Representatives on University Committees, Councils, and Other Bodies</b>  | <i>No change.</i>   |

| Current Policy ( <i>deletions noted by a strikethrough</i> ) and Proposed Changes ( <i>additions underlined</i> )   | Rationale/Background  |
|---|---|
| <b>H.POL.6 Jurisdiction and Mandate</b>   | <i>No change.</i>   |
| H.POL.6.1 The GSA Appeals and Complaints Board (GSA ACB) is responsible for hearing and deciding appeals of GSA Chief Returning Officer (CRO) decisions and complaints about GSA Officers <del>and Councillors-at-Large (CALs)</del> as allowed by Section 94(3) of the <i>Post-Secondary Learning Act</i> .  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i>   |
| H.POL.6.2 The GSA ACB hears and decides on the following matters through Hearing Committees:  | <i>No change.</i>   |
| H.POL.6.2.a Complaints about the performance or conduct of GSA Officers <del>and CALs</del> or about conflict of interest or commitment relating to GSA Officers <del>and CALs</del> .  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i>   |
| H.POL.6.2.b Appeals of decisions of the CRO.  | <i>No change.</i>   |
| <b>H.POL.7 Composition of the GSA Appeals and Complaints Board</b>  | <i>No change.</i>   |
| H.POL.7.1 Eight (8) GSA members elected by GSA Council as voting members.   | <i>No change.</i>   |
| H.POL.7.2 Four (4) Departmental Councillors (including the Indigenous Graduate Students' Association (IGSA) Councillor), alternates, or recent former Departmental Councillors) <u>or Councillors-at-Large</u> , elected by GSA Council as voting members.  | <i>Change to permit CALs to serve on the GSA ACB. See the attached outline of issue for full background and rationale.</i>  |
| H.POL.7.3-H.POL.7.7 ...   | <i>No change.</i>   |
| <b>H.POL.8 Eligibility and Nomination of GSA Appeals and Complaints Board Members</b>   | <i>No change.</i>   |
| H.POL.8.1- H.POL.8.3 ...  | <i>No change.</i>   |
| H.POL.8.4 Members of the GSA ACB must have no intention to run in or serve as a Campaign Volunteer in the upcoming GSA General Election and/or by-election, serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum, or <u>(with the exception of Councillors-at-Large)</u> have run in the most recent GSA General Election and/or by-election, or served as a Campaign Representative in the most recent referendum. GSA ACB members must also be neutral and impartial (ie having no immediate or vested interest in the outcome of GSA General Elections and referenda). | <i>Change to permit CALs to serve on the GSA ACB. See the attached outline of issue for full background and rationale.</i><br><br><i>Editorial (addition of a comma).</i> |
| H.POL.8.5 If a GSA ACB member intends to run in or serve as a Campaign Volunteer in the upcoming GSA General Election and/or by-election, or serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum they will resign from the GSA ACB.  | <i>No change.</i>   |

| Current Policy ( <i>deletions noted by a strikethrough</i> ) and Proposed Changes ( <i>additions underlined</i> )  | Rationale/Background   |
|--|--|
|  |  |
| H.POL.8.6 The President, Vice-Presidents, other Elected Officers, <del>CALs</del> , and GSA Elections and Referenda Committee members may not serve on the GSA ACB.  | <i>Change to permit CALs to serve on the GSA ACB. See the attached outline of issue for full background and rationale.</i>   |
| <b>H.POL.9 Composition of GSA Appeals and Complaints Board Hearing Committees</b>  | <i>No change.</i>  |
| H.POL.9.1 For the purpose of hearing appeals of Chief Returning Officer (CRO) decisions, the composition and quorum is three (3) members of the GSA Appeals and Complaints Board (GSA ACB). <del>For the purpose of hearing complaints about GSA Officers and Councillors-at-Large, the composition and quorum is five (5) GSA ACB members of which at least two (2) must be Departmental Councillors (including the Indigenous Graduate Students' Association Councillor), alternates, or recent former Departmental Councillors.</del> | <i>Editorial (moving the second portion to new H.POL.9.2, below).</i>  |
| H.POL.9.2 <u>For the purpose of hearing complaints about GSA Officers and CALs, the composition and quorum is five (5) GSA ACB members of which at least two (2) must be Departmental Councillors (including the Indigenous Graduate Students' Association Councillor), alternates, or recent former Departmental Councillors) or Councillors-at-Large.</u>  | <i>Editorial (moved from H.POL.9.1) and removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.9.23 The Executive Director (or delegate) will select a reserve member(s) from the list of members.  | <i>Renumbering.</i>  |
| <b>H.POL.10 Support and Training</b>   | <i>No change.</i>  |
| H.POL.10.1- H.POL.10.3 ...   | <i>No change.</i>  |
| <b>H.POL.11 Alleged Criminal Action and Alleged Breach of the Code of Student Behaviour</b>  | <i>No change.</i>  |
| H.POL.11.1 ...   | <i>No change.</i>  |
| <b>H.POL.12 Information Provided Anonymously</b>   | <i>No change.</i>  |
| H.POL.12.1 ...   | <i>No change.</i>  |
| <b>H.POL.13 Informal Resolution</b>  | <i>No change.</i>  |
| H.POL.13.1 ...   | <i>No change.</i>  |
| <b>H.POL.14 Complaints About the Performance or Conduct of GSA Officers and Councillors-at-Large, Including Complaints About Conflict of Interest or Commitment</b>  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i>                                      |

| Current Policy ( <i>deletions noted by a strikethrough</i> ) and Proposed Changes ( <i>additions underlined</i> )   | Rationale/Background  |
|---|---|
|   |   |
| H.POL.14.1 Receipt of Complaints and Setting the Hearing Date(s)  | <i>No change.</i>   |
| H.POL.14.1.a Complaints about a GSA Officer(s) <del>or a Councillor at Large(s) (CAL(s))</del> will be directed to the GSA ACB Chair and copied to the ED.  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.14.1.b Complaints may be made by any person(s).   | <i>No change.</i>   |
| H.POL.14.1.c Complaints about the performance or conduct of a GSA Officer(s), <del>a CAL(s)</del> , or about conflict of interest or commitment relating to a GSA Officer(s) <del>or a CAL(s)</del> must be in writing (ie not oral), and signed. They must provide a complete description of the circumstances that have prompted the Complaint, a list of any known witnesses the Complainant intends to call, and any suggested remedy or action.  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.14.1.d-H.POL.14.2 ...   | <i>No change.</i>   |
| H.POL.14.2.a The GSA ACB Chair will send the Complaint to the GSA Officer(s) <del>or CAL(s)</del> being complained about, copied to the ED. The GSA ACB Chair will require a Response, to be received within fifteen (15) working days, and will ask about the possibility of informal resolution; the deadline for a Response may be adjusted accordingly.   | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.14.2.b- H.POL.14.7.b ...  | <i>No change.</i>   |
| H.POL.14.8 Powers of a GSA ACB Hearing Committee Concerning GSA Officer(s) <del>and CAL(s)</del>  | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.14.8.a-H.POL.14.8.b ...   | <i>No change.</i>   |
| H.POL.14.8.c If the Complaint is upheld, the GSA ACB Hearing Committee may issue a letter of warning to the GSA Officer(s) <del>or the CAL(s)</del> related to performance, conduct, or conflict of interest/commitment; may set out clear expectations for future performance, conduct, or conflict of interest/commitment; or make any other decision appropriate to the circumstances. The GSA ACB Chair will monitor the situation. If there is a further complaint about the same GSA Officer(s) <del>or CAL(s)</del> , the written decision of the initial GSA ACB Hearing Committee will be made available for any further hearing together with a report on the monitoring of the situation by the GSA ACB Chair. | <i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i> |
| H.POL.14.8.d If the Complaint is upheld, the GSA ACB Hearing Committee may remove the GSA Officer(s) from office.   | <i>No change.</i>   |

| Current Policy ( <i>deletions noted by a strikethrough</i> ) and Proposed Changes ( <i>additions underlined</i> )  | Rationale/Background   |
|--|--|
|  |  |
| <p>H.POL.14.8.e If the Complaint is upheld, the GSA ACB Hearing Committee may remove the CAL(s) from their position, and declare the position vacant.</p>                                | <p><i>Removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i></p>                 |
| <p>H.POL.14.8.f All decisions are final and binding.</p>   | <p><i>Renumbering.</i></p>   |
| <p>H.POL.14.8.g The GSA ACB Chair will attend GSA Council and report briefly, in closed session, on Complaints concerning GSA Officer(s) or CAL(s) that have been heard and decided.</p> | <p><i>Renumbering and removal of CALs from the jurisdiction of the GSA ACB. See the attached outline of issue for full background and rationale.</i></p> |

No further changes to Section H.

If approved, changes will also be made to Section C.POL.3.3.a to remove the statement “in the case of CALs, ‘constituents’ will refer to all GSA members.” This statement was added in 2016-2017 as a product of trying to parallel CALs with Departmental Councillors by defining a specific constituency which, in so doing, also rationalized the movement of CALs to be under the authority of the GSA ACB by making them accountable (like Directly-Elected Officers) to all graduate students. However, this definition of a constituency does not align with the stated duties of CALs (namely, to attend meetings of GSA Council and provide additional voices on GSA Council from those offered by Directly-Elected Officers and Departmental Councillors – it also does not capture the reality that CALs are often elected by GSA Council, rather than all graduate students in the General Election, when vacancies remain after that process).



GSA NOMINATING COMMITTEE  
**GSA APPEALS AND COMPLAINTS BOARD (Renewal of One (1) GSA Member Position)**

As per GSA Bylaw and Policy, terms of office for the GSA Appeals and Complaints Board (GSA ACB) may run for a one (1) or two (2) year term and members may stand for re-election (GSA Bylaw and Policy, Section H.POL.7.4). Accordingly, as the terms of office for one (1) member of the GSA ACB has expired, that member was contacted on 27 January 2022 to inquire if they wished to stand for re-election. The member indicated they wished to extend their service. Additionally, the member has been previously interviewed by GSA Nominating Committee (GSA NoC) members who have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC (a member of GSA management was also present for said interviews) and have themselves, following their initial election to the GSA ACB, received training in the basic tenets of procedural fairness.

**There will be an electronic vote held at the 28 February 2022 GSA Council meeting.**

*If you and your alternate are unable to attend the 28 February 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator ([gsanomco@ualberta.ca](mailto:gsanomco@ualberta.ca)) BEFORE 3:00 PM on Monday, 28 February 2022 in order to cast your vote in advance of the GSA Council meeting.*

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

**1. Christina Saed (Pharmacy and Pharmaceutical Sciences)**

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

**Jurisdiction:**

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

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

GSA Bylaw and Policy, Section H.POL.7.4

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

GSA Bylaw and Policy, Section H.POL.8.1

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

**The biography and brief resume received for the one (1) nominee is BELOW on page 10.1. The biography and brief resume is presented as received (ie not edited).**

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

**1. Christina Saed**

|  |
|--|
| <b>Statement of Interest:</b>  |
| I served before with GSA-Appeals and complains and it was a great experience. I would like to be still part of this amazing work. It is always felt good to serve the people you are part from. I am a graduate student and I love to give the GSA community as I receive.   |
| <b>Bio:</b>  |
| Currently I am THE Pharmaceutical Science Representative at PGSA. Also, I am a VP relations for Adaptabilities U of A(2020-currently). Additionally, I am serving as A Co-President for One for The World (OFTW) at U of A. And VP-Academic with international students associations (ISA), VP-Social with Egyptian students' associations (ESA)<br>Together, all these organizations have a great impact in forming my character and have different experience. |

## GSA NOMINATING COMMITTEE

**GSA APPEALS AND COMPLAINTS BOARD (Two (2) Positions for GSA Members and Two (2) Nominees)**

Information regarding positions for two (2) GSA members on the GSA Appeals and Complaints Board (GSA ACB) was circulated via the GSA newsletters of 28 January and 4 and 11 February 2022 with a nomination deadline of 15 February 2022. Two (2) nominations were received for two (2) GSA member vacancies. The nominees were then interviewed by GSA Nominating Committee (GSA NoC) members who have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC. A member of GSA management was also present for the interview. During the interview, the nominees were asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness).

**There will be an electronic vote held at the 28 February 2022 GSA Council meeting.**

*If you and your alternate are unable to attend the 28 February 2022, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday, 28 February 2022 in order to cast your vote in advance of the GSA Council meeting.*

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

- 1. Janyne Johnson (Pharmacology)**
- 2. Juliana Lasso Mendez (Pediatrics)**

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

**Jurisdiction:**

GSA Bylaw and Policy, Sections 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."*

GSA Bylaw and Policy, Section H.POL.9.4

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

**The biography and brief resume received for the one (1) nominee is BELOW on page 10.3. The biography and brief resume are presented as received (ie not edited).**

**NOMINATION FOR THE GSA ACB  
(TWO (2) VACANCIES FOR GSA MEMBERS)  
Two (2) Nominees**

**1. Janyne Johnson**

|  |
|--|
| <b>Statement of Interest:</b>  |
| I would like to join the GSA ACB to offer my help in reviewing policies, discussing cases, and ensuring fair and equal representation of affected parties. I believe in upholding accountability, integrity, as well as compassion, accessibility, and equitable treatment.  |
| <b>Bio:</b>  |
| I am a graduate researcher at the Alberta Diabetes Institute, and I have a passion for helping others, advocating for fair representation, and upholding academic professionalism. In my graduate career, I have perused multiple professional development opportunities relating to ethics and student conduct, and I have maintained superior academic standing in my coursework. As a member of the animal care and use committee, I have experience reviewing confidential reports and providing impartial and objective feedback to applicants. I feel that my professionalism and previous volunteer experience makes me a strong applicant as a future GSA or FGSR council member. I have a strong work ethic, a thoughtful and sincere attitude, and I care deeply about the rights and wellbeing of other students and community members at the UofA. |

**2. Juliana Lasso Mendez**

|   |
|---|
| <b>Statement of Interest:</b>   |
| I would like to volunteer in this committee to help graduate students. I understand that graduate school is easier if everyone has a support system and I want to contribute to that in this university. I also want to acquire more experience in group and networking settings which I know I can achieve by being part of this committee.  |
| <b>Bio:</b>   |
| This is my first semester as graduate student in the department of pediatrics. I obtained my BSc in human physiology at McGill University in 2019. Over the years, I have developed discipline and skills of accountability that have allowed me to gain a reliable work ethic. Also, having a scientific background I have learned to develop critical thinking skills necessary for decision making. From 2019 to 2021, I volunteered full-time in an ecclesiastical position in Tahiti and Vancouver where I was able to provide services in the community, especially to immigrants and I was also able to participate in various councils to provide support to other young adults. I truly enjoy meeting new people and learning from them people who have different viewpoints. Thus, I know that due to my volunteer and academic experiences I will be an asset to the GSA Appeals and Complaints Board (GSA ACB). |

GSA NOMINATING COMMITTEE  
**GSA GOVERNANCE COMMITTEE (Two (2) Positions for GSA Councillors and Two (2) Nominees)**

Information regarding the positions for two (2) GSA Councillors on the GSA Governance Committee (GSA GC) was circulated via email to GSA Council on 28 January and 4 and 11 February 2022 with a nomination deadline of 16 February 2022. One (1) nomination was received. The remaining position will be readvertised.

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

**There will be an electronic vote held at the 28 February 2022 GSA Council meeting.**

*If you and your alternate are unable to attend the 28 February 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator ([gsanomco@ualberta.ca](mailto:gsanomco@ualberta.ca)) BEFORE 3:00 PM on Monday, 28 February 2022 in order to cast your vote in advance of the GSA Council meeting.*

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

**1. Emilie Desnoyers (Psychiatry)**

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

**Jurisdiction:**

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

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

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

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

**The name and biography received for the one (1) nominee is BELOW on page 10.5. The biography and resume is presented as received (ie not edited).**

**NOMINATION FOR THE GSA GC  
(TWO (2) VACANCIES FOR GSA COUNCILLORS)  
One (1) Nominee**

1. **Emile Desnoyers**

|  |             |
|--|-------------|
| <b>Other governance bodies you currently serve on (whether GSA or UAlberta)</b>  | GSA Council |
| <b>Statement of Interest</b>   |             |
| To learn more about GSA bylaw and ensure it is upheld in the GSA.  |             |
| <b>Bio</b>   |             |
| Previous experience includes double majoring in psychology and communication in my undergrad, while simultaneously representing my institution as a student athlete and competing at an elite level. |             |

**GSA President**  
**Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Anas Fassih  
Date: 25 February 2022

Dear Council Colleagues,

I hope all is well. As the University prepares for a full return to campus in the week of this meeting, I appreciate that it is a mix of feelings of excitement and worries to finally come back to an in-person experience after months of online learning/teaching due to the outbreak of the Omicron variant. I hope your spirits are high and morale is boosted in this uncertain time. The last month has been extremely busy as I wrap up some advocacy priorities and initiatives.

During the last month I have been extremely busy advocating for graduate students on all fronts.

As the head of the GSA, I bear the responsibility of ensuring the GSA remains in good financial standing ascertaining that there is accountability for every dollar paid to the GSA by graduate students. This has been part of my preoccupation in the last month. I led discussions around the GSA budget, paying due attention to our revenues and expenses. The goal is, of course, to remain as conservative as possible in our spending to ensure there is a surplus that we could potentially direct to areas of student services. I have worked closely with the GSA Budget and Finance Committee (GSA BFC) and the GSA Financial Team to create the budget for our next fiscal year and forecast for the next three years. As we currently anticipate a healthy surplus for the year, on my suggestion, the GSA BFC has agreed that 30% of the surplus goes the Campus Food Bank as a one-time grant. We'll discuss this more following our fiscal year end and when all reconciliations have been completed.

In the same vein, since our advocacy efforts have been geared toward improving our student services, I am happy to report that there is significant progress in our technology bursary discussions in partnership with the Office of Development and Registrar's Office. I had a meeting with Kelly Spencer, Associate Vice-President (Development), to discuss fundraising options to create this pool of funding, and she expressed her full support of the program and, as an initial step, agreed to work with her team to brainstorm a narrative to circulate to donors in order to get the program off the ground. I will be meeting soon with Kelly and Melissa Padfield (Vice Provost and University Registrar) as a final stage to kick off the program. I am extremely excited to see this come to fruition and can't wait to create further funding resources to help graduate students in dire financial need.

Since the onset of academic restructuring, we have received queries from our members about how restructuring will impact the composition of our Council and if we will maintain the same number of seats as some faculties move towards a non-departmental structure. I would like to reassure Council members that we are looking into the options available and will bring forward resolutions to Council as needed (in consultation with the impacted departments and the Speaker) to respond to those changes in the hope we maintain a similar number of seats as we currently have to ensure adequate representation. So far, the only faculty that has moved towards this change is Education, and we have discussed with some of our student leaders in Education that we will reach out at the start of May to consult about their current departmental representation in our Council and possible resolutions that Council can consider. We will keep Council inform on the progress of this.

And of course, as always, I continue to advocate for graduate students to Administration to lessen the effects of restructuring and the provincial budget cut on our members. As I write this report, the U of A received a \$54 million cut to its Campus Alberta Grant with a 3% nominal increase, which will result in an overall \$52 million cut. This is the third cut in a series of cuts. To protest these cuts to post-secondary education, in partnership with the Students' Union and alongside other graduate students, we hosted a rally and walk from Quad to the Legislature Building last



week. I gave a speech to the crowd on the impact of budget cuts on grad students and was interviewed by City TV and other broadcasting media on behalf of graduate students. The march was very successful, and a big shout to all of the students who participated.

Finally, I understand precarious events happening in international students' home countries have a great impact on those students and, as such, I would like to express solidarity with our Ukrainian graduate students and echo the Trudeau's government call on Russia to de-escalate tensions with Ukraine. For Ukrainian (and also Russian) students who are in distress about what is happening in their homes, I strongly encourage to reach out to me even just to chat.

This concludes my month of advocacy. Feel free to reach out to my email ([gsa.president@ualberta.ca](mailto:gsa.president@ualberta.ca)) should you have any further questions.

Thank you,  
Anas Fassih, GSA President 2021-2022

*Please find below a list of meetings I attended between 18 January and 28 February 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|             |  |
|-------------|--|
| 18 January  | Meeting with T Gilchrist, Vice-President (University Services and Finance)   |
| 20 January  | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Outreach Committee  |
| 21 January  | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board   |
| 21 January  | Board of Governors (BoG)/General Faculties Council (GFC)/Senate Summit   |
| 24 January  | GSA Budget and Finance Committee (GSA BFC)   |
| 25 January  | Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)   |
| 25 January  | Meeting with the B Flanagan, President   |
| 26 January  | Meeting with T Shandro, University of Calgary GSA President  |
| 26 January  | Meeting with N Cappe, University of British Columbia GSS Vice-President External Relations   |
| 26 January  | Faculty of Graduate Studies and Research (FGSR) Council  |
| 27 January  | GSA Equity, Diversity, and Inclusion Committee (GSA EDIC)  |
| 27 January  | Meeting with H Vallianatos, Acting Dean of Students  |
| 27 January  | Meeting with S Dew, Provost and Vice-President (Academic)  |
| 27 January  | Meeting with C Swindlehurst, Chief Strategy Officer  |
| 31 January  | Meeting with H Ritz, Community Social Worker, Student Services - Wellness Supports   |
| 31 January  | General Faculties Council (GFC)  |
| 2 February  | Board Governance Committee (BGC)   |
| 3 February  | Board of Governors - La Bruyère-Eccles-MacLaren Dinner   |
| 4 February  | University Governance Budget Briefing  |
| 4 February  | Board of Governors Strategy Session  |
| 4 February  | Meeting with C Singh, International Students' Association (ISA) President  |
| 4 February  | Meeting with R Ley, Students' Union (SU) President   |
| 4 February  | Students' Union (SU)/GSA/Non-Academic Staff Association (NASA)/Association of Academic Staff University of Alberta (AASUA) Presidents' Meeting |
| 8 February  | Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)   |
| 8 February  | Visiting Lecture in Human Rights Discussion with D Weir, Executive Director, Student Programs & Services, University of Alberta International  |
| 8 February  | Meeting with D Eerkes, Sexual Violence Response Coordinator  |
| 9 February  | Meeting re Fundraising for Graduate Technology Bursaries   |
| 9 February  | General Faculties Council Academic Planning Committee (GFC APC)  |
| 10 February | Meeting with B Flanagan, President   |
| 10 February | Protest Planning Meeting with the Students' Union (SU)   |
| 11 February | Meeting with an Undergraduate Student  |
| 14 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Outreach Committee  |
| 15 February | Meeting with N Cappe, University of British Columbia GSS Vice-President External Relations   |

|             |  |
|-------------|--|
| 15 February | Meeting with B Simmons, Alberta Graduate Provincial Advocacy Council                               |
| 16 February | Edmonton Student Alliance (ESA) Board  |
| 16 February | Meeting with H Vallianatos, Acting Dean of Students  |
| 17 February | Meeting with S Dew, Provost and Vice-President (Academic)  |
| 17 February | Meeting Graduate Students re Establishing a Student Group  |
| 18 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board                                       |
| 18 February | Meeting with E MacDonald, Vice-President (External Relations)                                      |
| 22 February | Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR) |
| 23 February | Faculty of Graduate Studies and Research (FGSR) Council  |
| 24 February | Edmonton Student Alliance Meeting A Sohi, Mayor  |
| 24 February | Meeting with a Graduate Student  |
| 24 February | Meeting with C Swindlehurst, Chief Strategy Officer  |
| 24 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Outreach Committee                          |
| 24 February | Student Roundtable on the Budget   |
| 25 February | Meeting with C Singh, International Students' Association (ISA) President                          |
| 28 February | General Faculties Council (GFC)  |

**GSA Board  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Anas Fassih, President and Chair of the GSA Board

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 21 (Executive Director's Report to GSA Council) on pages 21.1-21.5.

**18 January 2022 GSA Board Meeting:**

Main Agenda Items:

GSA Health and Dental Plan Change of Coverage Report Fall 2021 and Annual Claims Report 2020-2021; GSA Health and Dental Plan Survey Report; Draft GSA Health and Dental Plan Coverage Survey; GSA Council Debrief; President's Citations; COVID-19 Update; and Meeting reports.

Motions and Agreements:

**MOTION:** That the GSA Board **RECEIVE FOR INFORMATION** the attached Change of Coverage Report Fall 2021, as prepared by Studentcare. AF **MOVED**. JG Seconded. **CARRIED**.

**MOTION:** That the GSA Board **RECEIVE FOR INFORMATION** the attached Annual Claims Report 2020-2021, as prepared by Studentcare. AF **MOVED**. JG Seconded. **CARRIED**.

Members **MOVED** into **Closed Session**. Board Members discussed **the President's Citations**. Members **MOVED** out of **Closed Session**.

**25 January 2022 GSA Board Meeting:**

Main Agenda Items:

President's Citations; COVID-19 Update; and meeting reports.

Motions and Agreements:

Members **MOVED** into **Closed Session**. Board Members discussed **the President's Citations**. Members **MOVED** out of **Closed Session**.

Members **AGREED** to forward the names of potential recipients, and associated rationale, by 25 February 2022 for further discussion by the GSA Board.

**1 February 2022 GSA Board Meeting:**

Main Agenda Items:

Operating and Capital Budget (2022-2023), Labour Union Dues Budget (2022-2023), and Restricted and Other Funding Budget (2022-2023) **AND** Operating and Capital Three-Year Budget/Business Plan (2022-2025), Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025); 2021-2022 GSA Winter Term Budget and Expenditure Report; COVID-19 Update; and meeting reports.

Motions and Agreements:

**MOTION:** That the GSA Board **RECOMMEND TO GSA COUNCIL FOR APPROVAL** the attached Operating and Capital Budget (2022-2023), the Labour Union Dues Budget (2022-2023), and the Restricted and Other Funding Budget (2022-2025). PK **MOVED**. KH Seconded. **CARRIED**.

**MOTION:** That the GSA Board **RECOMMEND TO GSA COUNCIL TO RECEIVE FOR INFORMATION**, the attached Operating and Capital Three-Year Budget/Business Plan (2022-2025), the Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and the Restricted and Other Funding Three-year Budget/Business Plan (2022-2025). JG **MOVED**. PK Seconded. **CARRIED**.

**MOTION:** That the GSA Board **RECEIVE FOR INFORMATION AND FORWARD TO GSA COUNCIL (FOR INFORMATION)** the GSA 2021-2022 Fall Term Budget and Expenditure Report. AF **MOVED**. KH Seconded. **CARRIED**.

**8 February 2022 GSA Board Meeting:**

Main Agenda Items:

GSA Health and Dental Plan Fee for 2022-2023; Campus and Community Recreation Draft Survey; COVID-19 Update; and meeting reports.

Motions and Agreements:

None to report.

**15 February 2022 GSA Board Meeting:**

Main Agenda Items:

GSA Health and Dental Plan Fee for 2022-2023; GSA Newsletter Spilt Test; Recommended Changes to GSA Policy, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board; COVID-19 Update; and meeting reports.

Motions and Agreements:

None to report.

**22 February 2022 GSA Board Meeting:**

Meeting cancelled.

**GSA Budget and Finance Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Anas Fassih  
Date: 25 February 2022

Dear Council Colleagues,

On 24 January, the GSA Budget and Finance Committee (GSA BFC) met to review and advise on the Operating and Capital Three-Year Budget/Business Plan (2022-2025), the Labour Union Dues Three-Year Budget/Business Plan (2022-2025), and the Restricted and Other Funding Three-Year Budget/Business Plan (2022-2025) and to consider a motion to recommend to GSA Council the Operating and Capital Budget (2022-2023), the Labour Union Dues Budget (2022-2023), and the Restricted and Other Funding Budget (2022-2025). There is a great deal of positive news in this budget (while still maintaining a cautious outlook in the midst of the pandemic), 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.

At their January meeting, GSA BFC members also reviewed the GSA's Winter Term Budget and Expenditure Report. As we are projecting a surplus at the end of the current fiscal year, members agreed that 30% of whatever the final surplus ends up being will be directed to the Campus Food Bank. 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.

Finally, the GSA BFC also discussed an updated version of the GSA's investment policy, as presented by ATB (our investment managers). We will be meeting again in March to further review this document.

I am happy to answer any questions.

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

**GSA Equity, Diversity, and Inclusion Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Anas Fassih  
Date: 25 February 2022

Dear Council Colleagues,

As you are aware, the GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) circulated a survey in Fall 2021 to help it narrow its focus as it embarks on its first project. This survey sought consultation from graduate students and requested feedback on their experiences and vision for the GSA, the graduate student community, and beyond. The committee met on 27 January 2022 where it reviewed the results of this survey. In considering next steps, the committee has identified a number of equity-seeking groups with whom it intends to engage in consultation and outreach with the goal of supporting existing groups and/or empowering the mobilization of future groups. Future updates to GSA Council will provide greater detail as this information becomes available. Additionally, at the most recent meeting, members discussed working to create a student group for graduate students living with disabilities. Volunteers from the GSA EDIC have committed to spearheading this and the GSA office team is providing support. If you have questions about this group, or the work of the GSA EDIC more generally, please reach out to me.

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

**GSA Governance Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Anas Fassih  
Date: 25 February 2022

Dear Council Colleagues,

The GSA Governance Committee (GSA GC) voted via email on 14 January to recommend proposed changes to GSA Bylaw and Policy, Section H, to GSA Council for consideration. That proposal will be before you on Monday and relates to the eligibility of Councillors-at-Large to serve on the GSA Appeals and Complaints Board. My thanks to GSA GC members for their work.

I am happy to answer any questions.

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

**Vice-President Academic  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Kathy Haddadkar  
Date: 25 February 2022

Dear Council Colleagues,

I hope all is well with each of you and that reading week has been a restorative experience in one way or another. This month has been slightly lighter for me due to academic leave and setting aside time away from work duties to recharge. While I'm ready to get back into the swing of things, please know that I am thinking about our return to in-person learning on 28 February. My thoughts are with all our graduate students – please keep healthy and savour the precious commodity of time amid exams, papers, and the like.

Here are some of my meeting highlights for this month:

**18 January – General Faculties Council (GFC) *ad hoc* Review Committee interview**

- As this interview session and the one that follows are of a confidential nature, I cannot disclose specific details. However, I was very moved and interested by the many perspectives that we received as a committee from both members of the past Academic Restructuring Working Group, as well as non-members and leaders who gained insight regarding the Academic Restructuring process as a whole

**20 January – Meeting with K Mundel, Associate Dean of Students**

- This was a great introductory meeting with the new acting Associate Dean of Students where we had the opportunity to better understand our roles with students from both the undergraduate and graduate student perspective

**24 January – General Faculties Council Executive Committee (GFC EXEC) Subcommittee on Governance and Procedural Oversight**

- This first official meeting was excellent. The committee spent the duration of our time reviewing and questioning three procedural governance committee terms set before us and concluded our recommendations to accept the proposed disbandment of the GFC Faculties Development Committee (effective 1 July 2022) and to shift their responsibilities regarding space and other items to the Academic Planning Committee (APC) and the GFC Committee on the Learning Environment and also reviewed materials for the GFC Student Conduct Policy Committee and GFC Nominating Committee

**26 January – General Faculties Council Committee on the Learning Environment (GFC CLE)**

- While there were minor updates that took place at the start of this meeting, one that I draw your attention to is the confirmed dates for the Open Learning Symposium which will focus on the importance of open education (3-5 May 2022)
- The main motion carried at this meeting includes the approval of the Teaching, Learning and Evaluation Policy Suite and Rescission of the GFC Policy Section 111: Teaching and Learning and Teaching Evaluation

**31 January – General Faculties Council (GFC)**

- While the agenda at GFC is always bustling, the main item approved was the change in voting procedures – specifically indicating that voting procedure at GFC will now be counted based on the number of votes cast and not the number of members present.
- This protocol has been approved to clarify any confusion regarding voting procedures pertaining to abstentions or Zoom protocol for all GFC members



I warmly welcome further discussion and correspondence on this report, as well as any other academic-related matters and can be reached at [gsa.vpacademic@ualberta.ca](mailto:gsa.vpacademic@ualberta.ca).

Respectfully,  
Kathy Haddadkar, Vice-President Academic 2021-2022

*Please find below a list of meetings I attended between 18 January and 28 February 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|             |  |
|-------------|--|
| 4 January   | Meeting with a Graduate Student  |
| 18 January  | General Faculties Council (GFC) <i>ad-hoc</i> Review Committee Interview                                     |
| 20 January  | Meeting with K Mundel, Associate Dean of Students  |
| 21 January  | Board of Governors (BoG)/General Faculties Council (GFC)/Senate Summit                                       |
| 24 January  | General Faculties Council (GFC) <i>ad-hoc</i> Review Committee Interview                                     |
| 24 January  | General Faculties Council Executive Committee (GFC EXEC) Subcommittee on Governance and Procedural Oversight |
| 25 January  | Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)           |
| 25 January  | General Faculties Council (GFC) <i>ah-hoc</i> Review Committee Meeting                                       |
| 25 January  | Surviving and Thriving in Grad School GSA Event  |
| 26 January  | GSA Faculty of Graduate Studies and Research (GSA FGSR) Council Caucus                                       |
| 26 January  | General Faculties Council Committee on the Learning Environment (GFC CLE)                                    |
| 28 January  | GSA General Faculties Council Committee (GSA GFC Caucus)   |
| 31 January  | General Faculties Council (GFC)  |
| 31 January  | Festival of Teaching and Learning (FoTL) Steering Committee  |
| 2 February  | Faculty of Graduate Studies and Research Policy Review Committee (FGSR PRC)                                  |
| 28 February | General Faculties Council (GFC)  |

**2021-2022 Vice-President External  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Mohd Tahsin Bin Mostafa  
Date: 25 February 2022

Dear Council Colleagues,

I had a very busy schedule last month and was involved in many aspects of my role as the Vice-President External. As the Vice-Chair of the Alberta Graduate Provincial Advocacy Council (ab-GPAC), I took part in the annual review of the Executive Director. I also took part in the multi-year strategic meeting to direct ab-GPAC in becoming one of the strongest student advocacy organizations in Alberta. I also played the role of the ab-GPAC representative at the Concordia University of Edmonton's graduate council and gave a presentation to introduce ab-GPAC and facilitated outreach among students. As I wrote this report, I am planning for an in-person press briefing to give our feedback on this year's budget by the provincial government that took place on 24 February at the Alberta Legislature Building.

We also had the privilege of meeting with the City of Edmonton Mayor and Councillors where I advocated for graduate students. The topics we focused on this year were affordable and safe transit services, affordable housing, and better employment opportunities for students in the city. So far, we have received amazing feedback from the Mayor and Councillors, encouraging us for follow-ups and continued conversation regarding the outlined issues.

Furthermore, I worked with the GSA Awards Selection Committee (GSA ASC) and acted as the third adjudicator for several award categories. It was a great learning experience for me to read about all the great work our graduate students are doing and the vast talent that we have here at the University of Alberta. I congratulate all the award winners.

Good news from the Residence Advisory Committee (RAC)! I am happy to announce that we are going to have couples' housing again available from Fall 2022. There are 10 one-bedroom suites and 10 bachelor suites in HUB that will be renovated for couples' housing and couples will be prioritized for the renting of these units. I encourage the concerned students who reached out to me and to Residence Services to contact them again to learn more about availability and pricing. I tried my best to advocate for affordable and pragmatic pricing for these units.

The days following the Council meeting, voting is open for the GSA General Election, and I encourage you all to actively participate in the elections to ensure competitive executives, which in turn will keep this momentum running for effective support and advocacy for graduate students.

Thank you,

Mohd Tahsin Bin Mostafa, Vice-President External 2021-2022

*Please find below a list of meetings I attended between 18 January to 28 February 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|            |  |
|------------|--|
| 18 January | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive             |
| 20 January | Alberta Student Post-Secondary Council                                       |
| 21 January | University Research Policy Committee (URPC)                                  |
| 21 January | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board                 |
| 1 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive             |
| 7 February | Meeting with K Huising, Associate Vice-President (Facilities and Operations) |
| 9 February | Alberta Student Post-Secondary Council                                       |

|             |   |
|-------------|---|
| 10 February | General Faculties Council Programs Committee (GFC PC)   |
| 10 February | Protest Planning Meeting with the Students' Union (SU)  |
| 11 February | GSA Awards Selection Committee (GSA ASC)  |
| 11 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) HR Meeting   |
| 14 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Outreach Committee   |
| 15 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive  |
| 15 February | Meeting with B Simmons, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director                           |
| 16 February | Edmonton Student Alliance (ESA) Board   |
| 17 February | Alberta Student Post-Secondary Council Executive  |
| 18 February | University Research Policy Committee (URPC)   |
| 18 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board  |
| 18 February | Meeting with E MacDonald, Vice-President (External Relations)   |
| 22 February | Review of the Alberta Graduate Provincial Advocacy Council (ab-GPAC) Presentation to the Concordia University GSA           |
| 22 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Presentation to the Concordia University GSA Special General Meeting |
| 23 February | Edmonton Student Alliance Meeting with C Paquette, City of Edmonton Councillor  |
| 23 February | Edmonton Student Alliance Meeting with M Janz, City of Edmonton Councillor  |
| 23 February | Residence Advisory Committee (RAC)  |
| 25 February | Edmonton Student Alliance Meeting with E Rutherford, City of Edmonton Councillor  |
| 25 February | Alberta Graduate Provincial Advocacy Council (ab-GPAC) Governance Committee   |

**GSA Awards Selection Committee (GSA ASC)  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Mohd Tahsin Bin Mostafa  
Date: 25 February 2022

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.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.POL.5.5).

**On 15 February 2022, the GSA ASC finalized the following names as recipients of the 2022 GSA Recognition Awards:**

|   |   |
|---|---|
| <b>Non-Academic Staff Awards</b>                    | Trina Catral  |
| <b>Graduate Student Supervisor Awards</b>           | SSHRC – Darryl Hunter<br>NSERC – Edmond Lou<br>CIHR – Kathleen Hunter   |
| <b>Graduate Student Service Awards</b>              | Hannah Marcus<br>Andrew Parker<br>Lara Polak<br>Christina Saed  |
| <b>TDIMM Award</b>                                  | Saham Dahir   |
| <b>Graduate Student Principal Instructor Awards</b> | Kim Friesen<br>Domenique Gadsden<br>Lisa Lawrence   |
| <b>Martha Piper Awards</b>                          | Fernanda Arthuso<br>Jenneffer Rayane Braga Tibaes<br>Armin Norouzi Yengeje  |
| <b>Graduate Student Teaching Assistant Awards</b>   | Bhubesh Balasubramaniam<br>Shyama Gandhi<br>Cole Gross<br>Elena Kosareva<br>Ling (Lily) Lu<br>Danielle Mattson<br>Mostafa Mohamed |
| <b>Graduate Student Research Assistant Awards</b>   | Spencer Allen<br>Vanessa Boila<br>Glenn Borthistle<br>Deepro Chakraborty<br>Eamin Zahan Heanoy                                    |
| <b>Graduate Student Rising Star Awards</b>          | Charbel Baaklini<br>Thomas Powell<br>Mohamed Saleh  |
| <b>International Graduate Student Award</b>         | Benjamin Denga  |
| <b>Graduate Student Spirit Awards</b>               | Oscar Baron Ruiz<br>Maya LaGrange Rao   |
| <b>Graduate Student Group Award</b>                 | Black Graduate Students’ Association  |

Congratulations to all the recipients!

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,  
Mohd Tahsin Bin Mostafa, Vice-President External and Chair of the GSA ASC

**Vice-President Labour  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Jessica Grenke  
Date: 25 February 2022

Dear Council Colleagues,

The Winter term is passing rapidly! We are still in the initial stages of negotiating the next version of our Collective Agreement, and I anticipate in-depth bargaining-proper will begin early April. This has been an eventful month for our union and I'm pleased to report we have made great strides in several key areas: union participation and awareness and solidarity with our union partners within and beyond campus. More detail below:

### **Union Engagement**

- Foremost on our members' minds has been the potential for Association of Academic Staff University of Alberta (AASUA) strike-action following mediation with the University that commenced February 18, 2022. To stay at the forefront of member concerns, we held a Q&A Town Hall with a panel of AASUA bargaining leaders to answer graduate student worker concerns about this situation. Our sincere thanks to Tim Mills (President, AASUA), Katherine Smitka (ATS Director, AASUA), and Brian Fleck (AASUA Director, Faculty Constituency) for taking the time to inform and prepare our members. I encourage all with questions on this developing situation to review the Q&A I prepared from a GSA standpoint, the Q&A AASUA generously prepared, and our consolidated meeting notes from the Town Hall, all of which can be found below. I'm available to answer any questions at [gsavplab@ualberta.ca](mailto:gsavplab@ualberta.ca) as well.
- As a new term has begun, I have initiated a new round of outreach to all graduate student groups listed in the student services portal directory. As with my Fall term efforts, I'm aiming to spread the word of our union rights as far as possible through tailored talks / Q&A sessions to these associations. Please reach out if your group has not received an invitation. These talks are tailored to the needs of each audience and if they take place in person, I can provide snacks!
- We have begun preparations for an eClass module modeled off our 'Labour 101' presentation. It is currently under review from our team and we hope to publish it before the end of term.
- Additionally, our partners at the Public Service Alliance of Canada (PSAC) have prepared a top-of-the-line information series on labour rights with a focus on community-building. These are targeted towards our union stewards, but every union member will have the opportunity to attend these session once they're available. We look forward to scheduling these sessions quite soon, so please keep an eye out within my weekly newsletter.

### **Solidarity**

- The importance of union solidarity is more evident than ever as academic unions have reported difficult negotiations with their university boards across western Canada. As strengthening our neighbouring unions ultimately strengthens us, I have been proactive about expressing our unions' solidarity. In concert with the University of Calgary GSA union, I signed a letter of solidarity in support of the University of Lethbridge Faculty Association.

- Following input from our Labour Relations Committee and our members at the Town Hall (and via email), I also signed a Solidarity Pledge (alongside the Non-Academic Staff Association (NASA), AASUA, and the Post-Doctoral Fellows Association) promising to encourage our members not to take on scab labour (ie labour previously fulfilled by striking workers) in the event of another campus union's strike action.

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

In solidarity,  
Jessica, Vice-President Labour 2021-2022

*Please find below a list of meetings I attended between 18 January and 28 February 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|             |  |
|-------------|--|
| 21 January  | Meeting with a Graduate Student  |
| 24 January  | GSA Budget and Finance Committee (GSA BFC)   |
| 25 January  | Labour and Employment Year in Review Webinar   |
| 25 January  | Surviving and Thriving in Grad School Event  |
| 26 January  | Faculty of Graduate Studies and Research (FGSR) Council  |
| 27 January  | GSA Equity, Diversity, and Inclusion Committee (GSA EDIC)  |
| 27 January  | Meeting with H Vallianatos, Acting Dean of Students  |
| 27 January  | Meeting with a Graduate Student  |
| 3 February  | Collective Agreement Negotiations  |
| 4 February  | Meeting with the Public Service Alliance of Canada (PSAC)  |
| 7 February  | Meeting with a Graduate Student  |
| 8 February  | Meeting with D Eerkes, Sexual Violence Response Coordinator  |
| 10 February | Protest Planning Meeting with the Students' Union  |
| 10 February | Meeting with the Association of Academic Staff University of Alberta (AASUA)                       |
| 14 February | University of Alberta Safety and Security Committee (UASSC)  |
| 14 February | Meeting with Labour Counterparts at the University of Calgary GSA and University of Lethbridge GSA |
| 14 February | GSA Labour Relations Committee (GSA LRC)   |
| 16 February | Meeting with a Graduate Student  |
| 16 February | Labour Townhall  |
| 16 February | Meeting with H Vallianatos, Acting Dean of Students  |
| 18 February | Joint Work Site Health and Safety Committee (JWSHSC)   |
| 22 February | EDI Scoping Group  |
| 23 February | Faculty of Graduate Studies and Research (FGSR) Council  |
| 24 February | Health and Safety Rights and Responsibilities Workshop   |
| 24 February | Meeting with Graduate Students   |

**GSA Labour Town Hall: AASUA Q&A and Union Solidarity Pledge  
Wednesday, 16 February 2022 at 1:00 PM**

The GSA held a town hall in regard to potential AASUA job action and its potential effects on academically-employed graduate students (AEGSSs).

Members of AASUA were present and presented on the current state of collective bargaining that AASUA is in with the University. It was noted that they had been bargaining for two years and had agreed to many of the non-monetary proposals, but there were still substantial gaps in the monetary proposals between the University and AASUA, leading AASUA to apply for formal mediation (please see the attached slides for specific details on the AASUA bargaining situation).

The following points were made during the ensuing discussion:

- Mediation will commence on Friday, 18 February. Depending on the results of mediation, AASUA may move forward with pursuing a strike vote, but this is just in preparation at the moment.
- In the event that mediation fails, both parties enter a 14 day cooling off period before the Executive of AASUA can issue a strike vote to it's members. If a strike vote passes by the members, they have 120 days to implement a strike and must give member 72 hours' notice before a strike commences.
- If mediation fails, the University can also apply to the Alberta Labour Relations Board for a lockout – the extent of a lockout is up to the University in terms of how strict (AASUA member access to campus, access to UAlberta email or Google Drive, etc.)
- AASUA and the University have signed an Essential Services Agreement, which would allow labs essential to the function of the University to continue and AASUA members responsible for these labs will be allowed to continue in the event of a strike or lockout (very limited number of spaces on campus fall into this category)
- Graduate students would only be able to continue work in a lab or complete fieldwork without supervision if they have already been granted that permission, or if the University opts to hire alternative supervisors (ie, hire other AASUA members and convince them to break the strike)
- Safety will be a main consideration – Occupational Health and Safety Regulations must not be violated and thus supervision is necessary in many instances
- AASUA is not in favour of a lockout – members still plan to maintain contact and support for students in the event of a strike

The following questions were asked:

***Does anyone know if it be considered “crossing the picket line” if we continue our work on campus during a lockout/strike?***

- Not as a graduate student. Graduate students are not going on strike and will be expected to continue fulfilling duties outlined in their letter of appointment

- AASUA will not be creating a picket line in the sense that they prevent or block entrance, as they recognize many members of the University community will still be working, but they encourage you to join the picket line as a sign of solidarity in your free time (ie, does not interfere with fulfilling your own duties as an academically-employed graduate student)

***What does it mean to be under “direct supervision”? Does it need to be documented that we do not need supervision?***

- Working alone agreements were largely developed during COVID. If you don't know if you are allowed, this probably has not been formally set up for you. We recommend discussing with your faculty, as it will be dependent on Occupational Health and Safety guidelines for your area, as it will be different for each lab/department/faculty/workspace
- If you are unsure how to proceed, please reach out to [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca) for assistance

***Will graduate teaching assistants be able to continue communicating with students?***

- Yes, as long as they are not under an AASUA contract
- Most graduate students fall under the GSA Collective Agreement and you are expected to continue to perform your duties, and the University is still responsible for providing the resources for you to complete your duties

***I'm instructing an online course this semester and am wondering how to best support my undergrads who want to support by not crossing the picket in solidarity***

- Students are welcome on the picket line! We encourage the support and solidarity of students but we do not consider them entering the University as crossing the picket line
- Contact the GSA or the Students Supporting AASUA group for more information on how to act in solidarity, as they will be organizing efforts to do so

***For field work, I often go out without having my supervisor directly supervising. However, I require a lot of equipment and trucks that are part of the lab. Would this be part of the "lock out"?***

- If you've already been given the authority to use those tools, it would be unexpected that the University would lock you out as a graduate student. We expect they may put temporary supervisors in place, such as University administration or management positions that fall outside of AASUA (ie, Deans)
- AASUA is not liable for any safety issues that may arise due to a strike – those are the responsibility of the University

***Will virtual connections and university email of faculty and academic staff also be cut off?***

- The current messaging from the University suggests that these will be cut off as part of a lockout



***Has the AASUA received any information on, or indications of, what recommendations the mediators might submit? Or will that information only be available on Friday?***

- We will not receive any information until we enter the mediation process on Friday

***I am facilitating a lab this semester and it is in my time use guidelines. Is it crossing the picket line to continue to facilitate the lab? What about when students have questions about the required material?***

- Your contract is under the GSA Collective Agreement. As the GSA is not on strike, you are expected to complete the duties outlined in your time use guidelines in order to continue collecting your stipend
- We encourage you to join the picket line, but this cannot interfere with your duties as an academically-employed graduate student

***As grad students, should we be discussing a plan with our supervisors or is that not appropriate?***

- Yes, this is encouraged.

***When could we expect the results of the mediation?***

- This is hard to determine. As long as we see progress, we will stay at the table and try to come to an agreement with the University.

***If classes are cancelled by the University, will grad-student-led seminars continue to operate as scheduled?***

- If you are on an Academic Teaching Staff (ATS) contract, those would be part of the strike (some PhD students may fall under this category)
- If you are unsure about what Collective Agreement you fall under, or if you are unsure if you are being asked to perform duties outside of your letter of appointment, please contact the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca)

***How am I to determine whether I am allowed to access the lab to conduct research as a Graduate Research Assistant (GRA) if a strike were to take place? (My supervisor is not always around when I'm in the lab)?***

- You should discuss this with your supervisor. We recognize that every department and every lab is different, If you are in a lab where safety supervisors and coordinators are not set, or you do not know who they are, you will want to find out what the protocol is for your area, and so we recommend contacting your supervisor for more information on your area

***Will key card/one card access for graduate students be revoked in a lockout?***

- No, it should not be revoked for graduate students.

AASUA members thanked participants for attending and welcomed their solidarity. It was noted that graduate students are the future of AASUA and so the struggles to improve conditions for professors today will affect the future.

Academically-employed graduate students (AEGSs) were then invited to discuss the Union Solidarity Pledge. JG noted that a solidarity pledge was being signed among the various unions to encourage members to not take on the work of striking employees.

- JG noted that the GSA was not on strike and did not have any plans to go on strike. The GSA has just commenced bargaining and we are not in a position to be considering a strike
- All AEGSs reserve the right to refuse work not outlined in their letter of appointment and to refuse the work of striking employees – this is part of the Alberta Labour Relations Code

Members were then invited to share if there were further actions that members were interested in taking. The following points were raised in the ensuing discussion:

- We could watch for where the University is trying to encourage scab labour (ie, taking on the work of those who are on strike) and encouraging members in these areas to refuse this work.
- We need to demonstrate that graduate student workers are on the side of AASUA – being in solidarity with them is as much a part of our defense and strengthening out bargaining position as it is support for AASUA

The following questions were raised:

***My main concern is crossing the picket line in case of a strike by continuing work on my thesis/research etc. Even though we would not be locked out, I worry that continuing some of our research could weaken AASUA's efforts***

- There are two parts to being an AEGS – you are an academic, and you are a student worker. You can absolutely complete your thesis work and this in no way challenges workers' rights. AASUA supports us in fulfilling our own duties, but that should not include taking on the work of their striking members

***I am a Graduate Teaching Assistant (GTA). If courses are cancelled, will I lose my stipend?***

- The cancelling of courses would be a lockout and is decided by the University, not AASUA, and so we do not know the full details of a lockout plan at the moment.
- However, our Collective Agreement requires due process in the event of terminating a contract and there will be no case where you will be immediately terminated based on the University's lockout provisions for another union.

***Will the semester most likely go on or be postponed?***

- That would be up to the University to decide and what provisions they set out for a lockout.

***I facilitate a lab as part of my duties, but if undergraduate students continue reading and working on the material, they are going to come to me with questions that would be the role of the professor. I'm not sure how to address the feelings of the undergraduate students.***

- We strongly recommend not taking on any additional duties, but recognize that this is easier said than done.
- AASUA has released a template for how to address undergraduate questions about the potential strike and we encourage our members to follow this guide as well: <https://aasua.ca/Web/Bargaining/Job-Action-Updates/How-to-talk-to-students-about-a-strike/Web/Bargaining/Job-Action-Updates/How-to-talk-to-students-about-a-strike.aspx?hkey=e18f9cac-feaa-49c2-beaa-3b2124687605>
- If you have questions about what your responsibilities as a Graduate Teaching Assistant (GTA) are in these situations, please reach out to the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca)

***If there is a strike, would it impact graduate student's abilities to defend their theses or is that dependent on whether there is a lockout?***

- This would be most dependent on a lockout. Given the University's messaging, there would most likely be delays, as the University seems to be taking a very hard stance. However, we will not know for sure until the University releases its full lockout provisions.

***Is a solidarity strike on the table for the GSA?***

- In short, no. This would be considered an illegal strike. A legal strike can only take place when collective bargaining breaks down (we are just at the start of bargaining), and this is a democratic process – members would need to vote just to give us the authority to consider this option, and it is not a short process
- However, we do encourage you to join the picket line! As long as you are showing up and performing your own duties, you are entitled to your stipend – but outside of this time, we encourage you to show your solidarity.

***Will there be access to information regarding the ongoing mediation so we have a better sense of whether there will be a strike or lockout?***

- This is up to AASUA to supply, and so we recommend following their social media and checking their website: <https://aasua.ca/Web/Bargaining/Job-Action-Updates/Web/Bargaining/Job-Action-Updates/Job-Action-Updates.aspx?hkey=ff0b81e0-ec15-49af-9435-3c39c1649b85>

## Job Action FAQ for Graduate-Student Workers

The Association of Academic Staff University of Alberta (AASUA) has created this FAQ to address questions that many graduate-student workers have about the possibility of strike or lockout at the University of Alberta.

**When can we expect the results of the mediation?** This is hard to determine. So long as AASUA sees progress, we will stay at the table and try to come to an agreement with our employer.

**Will the faculty really go on strike?** The decision to go forward with a strike is extremely difficult and will not be taken lightly by AASUA members. We still hope to reach an agreement through mediation. If mediation does not produce an agreement, it becomes more likely that a strike could occur. The employer has claimed that “a decision to strike is exclusively in the control of AASUA.” This is not true. Avoiding a strike depends on both parties working to come to an agreement.

### What Happens During a Strike?

**What are the formal safety requirements if strike goes forward?** An Essential Services Agreement (ESA) has been filed with the Labour Relations Board that sets out which areas of the University will be looked after by designated AASUA members. The Employer cannot hire replacement workers in place of these AASUA members under the essential services listed in the ESA. It is the Employer’s responsibility to maintain a safe work environment, through compliance with university policy, and in particular, in accordance with the *Occupation, Health and Safety Act* to ensure all students and any workers on campus are safe regardless of job action. Since there would be no academic staff supervisors on campus who are familiar with safety policies and who also have obligations under *OH&S*, the employer would have to make certain decisions: hire strikebreakers, use their management team, or shut down areas in order to comply with these legislative requirements.

**Will graduate-student workers have access to lab space?** It will depend on what the access is for – if the student is a Graduate Research Assistant that supports an academic staff member’s research, then they work under the supervision of the Principal Investigator (academic staff member) and access to the lab would be under the process set out in Part C of the ESA, but only if the PI wishes to monitor their research. If it is access to lab space as a learner, then the Employer would need to make some decisions: hire strikebreakers to teach and supervise these graduate students and ensure that OH&S obligations are met due to academic staff members withdrawing their labour. It is important to remember that Graduate Students workers have their own collective agreement (CA), and this CA will remain in effect.

**What does it mean to be under “direct supervision”? Can I work alone in the lab?**

Working alone agreements were largely developed during COVID. If you don’t know if you are allowed to work alone in a lab, this most likely means that you have not been formally approved to work alone. We recommend directing this question to your specific

Faculty, as it will be dependent on Occupational Health and Safety guidelines for your area.

[To what degree will supervisors who are AASUA members be available to provide help \(i.e. safety support by email\) to working graduate students?](#) The AASUA will not stand in the way of academic staff members communicating with their students during the strike. It will be up to the individual academic to decide whether or not to do so. The AASUA encourages academic staff to make a plan with their graduate-student workers, so that they can maintain contact, most likely through an alternate email address, during a strike. However, it is the Employer's responsibility to provide help and safety support to working graduate students.

[How am I to determine whether I am allowed to access the lab to conduct research as a Graduate Research Assistant \(GRA\) if a strike were to take place \(my supervisor is not always around when I'm in the lab\)?](#) You should discuss this with your supervisor. We recognize that every department and every lab is different. If you are in a lab where safety supervisors and coordinators are not set, or you do not know who they are, you will want to find out what the protocols are for your area. We recommend contacting your supervisor for more information on your area.

[Will virtual connections and the ability to contact faculty and academic staff via University email also be cut off?](#) The current messaging from the University explicitly states that they will cut off academic staff's email access as part of a strike or lockout. For more information on the employer's position, please see their FAQ: <https://www.ualberta.ca/bargaining/frequently-asked-questions/index.html#aasua>

[Will graduate students be locked out of Google Drives shared with supervisor?](#) The Employer, as the administrator of the Google platform system, has sole control over who they can lock out. They will, more than likely, block academic staff's access to the university's google drives, which means that more than likely students will not have access to that supervisor's account.

[Will key card/one card access for graduate students be revoked in a lockout?](#) The AASUA has no authority regarding key cards/one cards. These decisions are at the discretion of the employer.

[Will graduate students be able to continue field work if their supervisors are on strike?](#) Probably not, unless the Employer hires strikebreaker academics to act as their supervisors. [Will these student workers be able to hire and pay field techs?](#) We do not believe that graduate students have any authority to hire anyone.

[I often go out into the field without having my supervisor directly supervising. However, I require a lot of equipment and trucks that are part of this fieldwork. Is there a chance that I won't be able to access the equipment I need to complete this fieldwork?](#) If you've already been given the authority to use specific tools, it would be unexpected for the University to deny you access to these tools. The University may consider putting temporary supervisors in place, such as University administrators or managers who are not part of the AASUA. However, it is the University that is responsible for making these

decisions. AASUA is not liable for any safety issues that may arise due to a strike – those are the responsibility of the University.

## Should I cross the picket line? Am I required to cross the picket line?

If classes are cancelled by the University, will graduate student led seminars continue to operate as scheduled? If you are on an Academic Teaching Staff (ATS) contract, you are part of the AASUA, and you would be part of the strike (some PhD students are also ATS members of the AASUA). If you are unsure about what Collective Agreement you fall under, or if you are unsure if you are being asked to perform duties outside of your letter of appointment, please contact the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca).

Would it be considered “crossing the picket line” if a graduate student (whether academically-employed or not) continues their work on campus during a lockout/strike? Graduate-student workers are not going on strike and will be expected to continue fulfilling duties outlined in their letter of appointment. AASUA will not be creating a picket line in the sense that picketers would prevent or block entrances, as the AASUA recognizes many members of the University community will still be working. However, we encourage you to join any demonstrations as a sign of solidarity in your free time.

Will Graduate Teaching Assistants (GTAs) be able to continue communicating with students? Yes, as long as you are not working under the AASUA collective agreement (as an ATS member). Most graduate students fall under the GSA Collective Agreement and will therefore be expected to continue to perform their duties. The University is still responsible for providing the resources for those working under the GSA collective agreement to complete their duties. If you are unsure about what Collective Agreement you fall under, please contact the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca).

I'm instructing an online course this semester and am wondering how to best support my undergrads who want to support faculty by not crossing the picket line in solidarity? Students are welcome on the picket line! AASUA encourages the support and solidarity of students; however, it is imperative that graduate-student workers understand that the AASUA knows that many graduate student workers will need to go on campus to do their jobs. The AASUA will not consider movement on campus and/or entering university buildings as crossing the picket line. Contact the GSA or the Students Supporting AASUA for more information on how to act in solidarity.

I am facilitating a lab this semester and it is in my time use guidelines. Is it crossing the picket line to continue to facilitate the lab? What about when students have questions about the required material? As the GSA will not be on strike, you are expected to complete the duties outlined in your time use guidelines in order to continue collecting your stipend. If you have questions about your time use guidelines or your collective agreement, please contact the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca).

As grad students, should we be discussing a plan with our supervisors or is this premature? Yes, the AASUA encourages you to contact your supervisor to discuss a plan that would be enacted should the AASUA be forced to take job action.

I have more questions. To whom should they be directed? Since almost all graduate student workers operate under the GSA's collective agreement, the best place to start is to reach out to the GSA at [gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca).

Last updated by the AASUA on Feb. 20, 2022





## Common Questions for Graduate Students Regarding an AASUA Strike:

### ***Q: Will I continue to receive pay during an AASUA strike?***

**A:** Yes. As an academically employed graduate student worker (including Graduate Teaching Assistants, Graduate Research Assistants, and those awarded Graduate Research Assistantship Fellowships), you are protected under the GSA's Collective Agreement. This is separate from the Collective Agreements of AASUA or NASA. Therefore, you are entitled to the full compensation outlined in your Letter of Appointment so long as you continue to fulfill the duties outlined in the Letter of Appointment to the best of your ability. Practically, the vast majority of graduate supervisors are faculty. This will introduce challenges to our members' efforts to complete the duties outlined in the Letter of Appointment depending on the extent of AASUA action. These concerns can be best addressed by AASUA themselves, through their upcoming Q/A document and our town hall February 16.

### ***Q: How do I avoid overworking/taking on striking faculty member duties in the event of a strike?***

**A:** You have the right to refuse work which falls outside those duties outlined in your Letter of Appointment. This is your right under Section 149 (1)(f) in the Labour Relations Code. If you are asked to perform duties falling outside your original contract, get in touch with our office ([gsa.vplabour@ualberta.ca](mailto:gsa.vplabour@ualberta.ca) and [gsaad@ualberta.ca](mailto:gsaad@ualberta.ca)) so we can ensure your rights are respected.

We have been approached by the other unions on campus (Non-Academic Staff Association (NASA) and Association of Academic Staff of the University of Alberta (AASUA)) to participate in a solidarity pledge in the event that any of our members go on strike. How to best express our solidarity will be discussed in the town hall February 16.

### ***Q: Does the GSA have the capacity to strike?***

**A:** As a union we are fully capable of voting to strike following due process. If Collective Bargaining comes to an impasse, we first use the resources of a mediator with the option to enter binding arbitration (Article 5.06 - 5.07 of the Collective Agreement). If both those processes fail we are able to vote on a strike. We are currently beginning our collective agreement negotiations, during which the no-strike clause does not apply. A legal strike can only take place when Collective Bargaining breaks down, and anything outside of this is considered illegal.

Our implementation of a labour fund last Fall, and our service agreement with the Public Service Alliance of Canada both provide us with access to strike funding. Students can join the picket line in support of AAUSA but will still be required to do their own contracted work in order to continue receiving compensation.

### ***Q: Will NASA go on Strike to Support AASUA Strike Efforts?***

**A:** AASUA and NASA bargaining tables are separate and independent of each other. NASA continues to bargain their collective agreement in good faith with the employer. At this time, NASA has not yet bargained an essential services agreement or entered formal mediation, which are required steps before a labour union may legally go on strike. Should AASUA end up on strike, NASA members will be expected to continue in their roles and perform their work as they normally would. NASA members are encouraged not to take on any work of any working group on campus in the event of a labour disruption.



**GSA Labour Relations Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Jessica Grenke  
Date: 25 February 2022

Dear GSA Council Colleagues,

The GSA Labour Relations Committee (GSA LRC) met on 14 February 2022. This was the first meeting that included our newly formed steward network, and we were excited to include them in our discussions.

Members discussed newly developed steward training materials from the Public Service Alliance of Canada (PSAC) to better prepare our members to address questions within their faculties and departments. We are happy to say that we will be offering these sessions in the coming weeks for our stewards, but also for any member interested in learning more about their union and their rights and responsibilities as union members. We also discussed strategies for further member engagement and plan on developing and releasing a video/spoken word introduction to our union over the coming months.

Members also discussed the Union Solidarity Pledge that we signed in conjunction with the Association of Academic Staff at the University of Alberta (AASUA), the Non-Academic Staff Association, and the Post-Doctoral Fellow Association. We encourage our members to continue their assigned work duties in the event of job action from any of the unions on campus, but not to take on any work that would typically be the work of striking union members. We will do our best to spread awareness about this and our members' rights to refuse work under the *Labour Relations Code*. We also discussed the AASUA Q&A and town hall that took place on 16 February and encouraged members to attend the event.

Members were updated on collective bargaining. While we are still in the beginning stages, we anticipate further bargaining sessions to ramp up in April.

I also shared information on intellectual property rights for Academically-Employed Graduate Students (AEGSs). The University has developed a [Intellectual Property Guidelines](#) and forms to protect these rights of graduate students as students, as AEGSs, and as faculty members that I encourage anyone who has concerns or questions about to review, and to address prior to signing a contract.

The GSA continues to recruit Faculty Stewards, and the GSA LRC has been reviewing applications and appointing individuals to these roles. We are still looking for individuals to fill this role from: Business, Campus St. Jean, Education, Kinesiology and Recreation, Law, Public Health, and Rehabilitation Medicine. If you know of an AEGS that could be a good fit in any of these faculties, please encourage them to reach out to me.

I am happy to answer any questions.

Sincerely,  
Jessica Grenke, Vice-President Labour and Chair of the GSA LRC

**Vice-President Student Services  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Paresh Kumar  
Date: 25 February 2022

Dear Council Colleagues,

I hope you all are doing well and excited to be back on campus again. Here are the main takeaways from the meetings I attended last month:

- U-Pass: We are currently in discussions with the other student associations and municipalities regarding a U-Pass rebate for the Winter term, due to the campus closure for January and February. I am confident that we will have some good news to report back to members shortly.
- Vaccination: Starting 28 February, the CampusReady pass and proof of vaccination will no longer be required on campus or to access services.
- Masking: There will be no changes to mask requirements on campus. Masks are required in all indoor spaces except for private areas (ie, private offices or cubicles when working alone in the space).
- Health and Dental Plan: We are continually working with Studentcare to ensure the Plan both meets students' needs and is economically accessible. They have shared data with us regarding usage levels and trends. We will be discussing the Plan cost for this year in the coming weeks and GSA Council will vote on it at the March meeting. While Studentcare is projecting a considerable increase in the cost of the Plan and we don't believe there is an appetite for cutting coverage to mitigate this, we are exploring a drawdown of the GSA Health and Dental Plan Reserve Fund to offset the cost paid directly by graduate students.
- University of Alberta IT focus group: We discussed the transition from in-person to online classes and how effective the process was. All members emphasized the eClass outage issue that happened during the exam period, creating a stressful environment for students. I shared the feedback I received from graduate students regarding making all workshops/student services available on one webpage, rather than on individual departmental websites. The IT team will look into possible ways to make this navigation process easy for students. The future goals for IT are focused on making the website more accessible.
- Residence Update: As per the strategy occupancy plan, some perks were added to the program which include tenant insurance at no cost, rent by room, no deposit, and 8-month contracts. These additions are curving occupancy in a positive direction as we see graduate residence at 76% occupancy, which is good considering the current pandemic situation.

- Graduate Technology Bursary: We are in discussions with various stakeholders at the University to offer a technology bursary that could help to provide graduate students with all the necessary resources they need for their education/research.
- Physical Activity and Wellness (PAW) Centre update: In the fall, we saw 75% regular usage in the PAW Centre. As of now, winter usage has been 60%, which is good considering the move to online classes. Over 200 individuals registered in a variety of fitness classes, which is a good sign of our community members feeling safe at campus and interested in services.

I wish you all a safe winter season. Feel free to reach out to me for any comments/concerns regarding this report or any other specific issue you want to discuss regarding student services at [gsa.vpstudentservices@ualberta.ca](mailto:gsa.vpstudentservices@ualberta.ca).

Thank you,  
Paresh Kumar, Vice-President Student Services 2021-2022

*Please find below a list of meetings I attended between 18 January and 28 February 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|             |  |
|-------------|--|
| 18 January  | U-Pass Working Committee   |
| 20 January  | U-Pass Administrative Committee  |
| 20 January  | General Faculties Council Student Conduct Policy Committee (GFC SCPC)                |
| 24 January  | Joint Residence Oversight Committee (JROC)   |
| 26 January  | Days of Action (DoA) Committee   |
| 25 January  | Surviving and Thriving in Grad School Event  |
| 27 January  | GSA Equity, Diversity, and Inclusion Committee (GSA EDIC)                            |
| 27 January  | Meeting with H Vallianatos, Acting Dean of Students                                  |
| 28 January  | Meeting with Campus and Community Recreation Staff                                   |
| 1 February  | Student Mental Health Network  |
| 7 February  | GSA Health and Dental Claims Data Review with R Paches, Program Manager, Studentcare |
| 7 February  | U of A IT Focus Student Group Workshop   |
| 8 February  | Physical Activity and Wellness Centre Strategic Operating Committee (PAWSOC)         |
| 9 February  | Meeting with K Friese, Assistant Dean, Health & Wellness                             |
| 9 February  | Meeting re Fundraising for Graduate Technology Bursaries                             |
| 10 February | Return to Campus (RTC) Safety and Logistics Committee                                |
| 11 February | GSA Awards Selection Committee (GSA ASC)   |
| 15 February | Days of Action Health Day Meeting  |
| 16 February | Meeting with H Vallianatos, Acting Dean of Students                                  |
| 17 February | U-Pass Administrative Committee  |
| 18 February | Meeting with E MacDonald, Vice-President (External Relations)                        |
| 23 February | Days of Action Committee Meeting   |
| 24 February | Winter U-Pass Meeting  |
| 25 February | Meetings with Campus and Community Recreation Staff                                  |
| 28 February | Faculty of Graduate Studies and Research Graduate Program Support Team (FGSR GPST)   |

**Chief Returning Officer  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Muneeb Mohiuddin  
Date: 25 February 2022

Election time is upon us! I have been working with the GSA Elections and Referenda Committee (GSA ERC) since October 2021, as noted by Jennifer Bertrand (Chair of the GSA ERC), to ensure we are ready for the 2022 GSA General Election.

I would like to ask all GSA Council members to invite their colleagues to participate in the GSA General Election by attending the GSA General Election Candidates Forum on 28 February at noon (the Forum will also be livestreamed, and a recording will be made available on the GSA website for those unable to attend) and by voting on 1 March through 3 March. If you have any questions or concerns, please don't hesitate to contact me at [gsacroff@ualberta.ca](mailto:gsacroff@ualberta.ca).

Thank you,

Muneeb Mohiuddin, Chief Returning Officer 2021-2022

**GSA Nominating Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Kenzie Gordon  
Date: 25 February 2022

Dear Council Colleagues,

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

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

Sincerely,  
Kenzie Gordon, Chair of the GSA NoC

**Memorandum to GSA Councillors**

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

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

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

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

GSA Standing Committees

**1) GSA Appeals and Complaints Committee (GSA ACB) (One (1) GSA Councillor Position)**

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 28 and 4 January, and 11 February 2022 with a nomination deadline of 16 February 2022. **No nominations were received; this vacancy will be advertised again.**

**2) GSA Appeals and Complaints Committee (GSA ACB) (One (1) GSA Member Position) – Renewal of Position**

Information regarding the term of office of one (1) GSA ACB member coming to an end was emailed to current GSA ACB members on 27 January 2022. **One (1) member was interested in seeking an additional term and a nomination was received; there will be an electronic vote (see Item 10 – Nominee for Renewal of Position on the GSA Appeals and Complaints Board).**

**3) GSA Appeals and Complaints Committee (GSA ACB) (Two (2) GSA Member Positions)**

Information regarding the position for two (2) GSA members was circulated via the GSA newsletter on 28 and 4 January, and 11 February 2022 with a nomination deadline of 15 February 2022. **Two nominations were received; there will be an electronic vote (see Item 10a – Nominees for GSA Appeals and Complaints Board).**

**4) GSA Governance Committee (GSA GC) (Two (2) GSA Councillor Positions)**

Information regarding the position for two (2) GSA Councillors was circulated via email to GSA 28 and 4 January, and 11 February 2022 with a nomination deadline of 16 February 2022. **One nomination was received; there will be an electronic vote (see item 10b – Nominee for GSA Governance Committee). The remaining vacancy will be advertised again.**

**5) GSA Board (GSAB) (One (1) GSA Councillor Position)**

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 28 and 4 January, and 11 February 2022 with a nomination deadline of 16 February 2022. **No nominations were received; this vacancy will be advertised again.**

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

Information regarding the position for two (2) GSA Councillors was circulated via email to GSA Council 28 and 4 January, and 11 February 2022 with a nomination deadline of 16 February 2022. **No nominations were received; these vacancies will be advertised again.**

External Committees: Vacancies

**7) Faculty of Graduate Studies and Research (FGSR) Council (One (1) Graduate Student Position)**

Information regarding the one (1) vacancy for Alternates on the FGSR Council was circulated via the GSA newsletter on 4 and 11 February 2022 with a nomination deadline of 16 February 2022. **No nominations were received; this vacancy will not be readvertised.**

**8) Faculty of Education Dean Review Committee (One (1) Graduate Student Position from Faculty of Education)**

Information regarding the one (1) vacancy for a graduate student on the Faculty of Education Dean Review Committee was circulated via email to Faculty of Education graduate students on 4, 11, 17 February 2022 with a nomination deadline of 23 February 2022. **No nominations were received.**

**9) General Facilities Council (GFC) (One (1) Graduate Student Position)**

Information regarding the one (1) vacancy for Alternates on the General Facilities Council was circulated via the GSA newsletter on 4 and 11 February 2022 with a nomination deadline of 16 February 2022. **One nomination was received; Shing Kit Lao was elected.**

**GSA Elections and Referenda Committee  
Report to GSA Council for the 28 February 2022 Meeting**

To: GSA Council  
From: Jennifer Bertrand  
Date: 25 February 2022

Dear Council Colleagues,

The GSA Elections and Referenda Committee (GSA ERC) met on 4 February to finish the planning of the 2022 GSA General Election and has continued its involvement through consultations with the Chief Returning Officer (CRO). The campaign period started on 23 February 2022 and is ongoing; voting in the 2022 GSA General Election will begin on Tuesday, 1 March at 10:00 AM and will close on Thursday, 3 March at 10:00 AM. Throughout the campaigning and voting periods, and as per GSA Bylaw and Policy, Section I.POL.18.1, “the GSA ERC will advise the CRO on all matters pertaining to elections, referenda, and by-elections.”

My main message as GSA ERC chair, along with that from the CRO is:

I urge you to encourage all graduate students to vote in the 2022 GSA General Election! You can learn more by visiting:

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

Sincerely,  
Jennifer Bertrand, Chair of the GSA ERC

**GSA Executive Director  
Report to GSA Council for the 28 February 2028 Meeting**

To: GSA Council  
From: Courtney Thomas  
Date: 25 February 2022

Dear GSA Council Members,

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

**2022-2023 GSA Budget** – The 2022-2023 GSA operating budget and associated three-year budget projections is before you and I am very pleased to note that the GSA remains in solid financial shape and next year's proposed budget reflects this. My thanks to Shirley Ball, Dorte Sheikh, Erika Heiberg, and the members of the GSA Budget and Finance Committee for this work on this budget.

**GSA Events** – Having re-released our online orientation e-class module in January and seeing a lot of engagement with it, we are now planning several online engagement events for the winter term (including a games night and another event with Rapid Fire Theatre. Please watch for upcoming information about these and help us spread the word. Additionally, we are tentatively planning a small in-person ceremony to recognize the recipients of this year's GSA Recognition Awards.

**2022 GSA General Election** – the office has been providing support to the Chief Returning Officer (CRO), the Deputy Returning Officer, and the GSA Elections and Referenda Committee (GSA ERC) as they oversee the 2022 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!

In addition to the above, the office team, as always, remains engaged in offering support to the executive team in an array of areas. 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.

Best,  
Courtney Thomas, Executive Director



### Management Report to the GSA Board, 18 January 2022

Management has been engaged with the following issues since the last GSA Board meeting on 11 January 2022:

#### Strategic

- Action associated with Monday's meeting of GSA Council.
- Soliciting a legal opinion on the recently released regulations for Bill 32 and how they may impact the GSA.
- Planning and hosting Discover Governance programming.
- Preparing for the renewal of the GSA's fee disbursement agreement with Financial Services.
- Development of the 2022-2023 operating budget and most recent term financial report in advance of a meeting of the GSA Budget and Finance Committee (GSA BFC) on 24 January. Will be reviewing with the President and GSA BFC Chair on Wednesday.
- Working with elected officers to record video content for the GSA's social media platforms.
- Continued support for the GSA Elections and Referenda Committee as it plans the 2022 GSA General Election and preparing for the opening of nominations on 8 February.
- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and preparing for bargaining sessions with the University) and supporting the work of the GSA Labour Relations Committee and GSA Negotiating Team.

#### Operations

- Receiving applications for GSA Recognition Awards and preparing for the adjudication process. 118 applications received this year, compared to 141 received last year (last year saw higher than usual numbers; typically 100-120 applications are received, so we are on target this year).
- Planning peer panel events and working on a series of edits to the GSA website.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), and the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter).
- Facebook = 1,727 likes (up 1 from 10 January); Facebook posts reached 772 users since 10 January. Twitter = 1,253 followers (up 7 from 10 January; our tweets earned 9,300 "impressions" over the past week. Instagram = 783 followers (up 5 from 10 January); Instagram posts reached 151 users last week.
- GSA Academic Travel Grants = new funding period started 1 January (travel applications remain open, with links to Travel Directive and Field Research Office; uptake on travel option remains very low); GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = new funding period started 1 January. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

### Management Report to the GSA Board, 25 January 2022

Management has been engaged with the following issues since the last GSA Board meeting on 18 January 2022:

#### Strategic

- Participating in a meeting of the GSA Budget and Finance Committee to review a draft 2022-2023 GSA operating budget and other associated documents.
- Preparing for the opening of nominations in the 2022 GSA General Election and planning and hosting Discover Governance programming.
- Soliciting a legal opinion on the recently released regulations for Bill 32 and how they may impact the GSA (drafting correspondence to send to the GSA's lawyers).
- Preparing for the renewal of the GSA's fee disbursement agreement with Financial Services.
- Working with elected officers to record video content for the GSA's social media platforms.
- Continued support for the GSA Elections and Referenda Committee as it plans the 2022 GSA General Election.
- Work associated with the Collective Agreement (posting updates from the GSA Negotiating Team on the GSA website, soliciting expressions of interest for the steward network, advising individual graduate student workers, soliciting a legal opinion on the process associated with a "friendly" union raid on the GSA, and preparing for bargaining sessions with the University) and supporting the work of the GSA Labour Relations Committee and GSA Negotiating Team.

#### Operations

- Supporting the GSA Awards Selection Committee with the adjudication process for GSA Recognition Awards.
- Hosting the peer panel event and forward planning for other online events this term.
- Working on a series of edits to the GSA website.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), and the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter).
- Facebook = 1,728 likes (up 1 from 18 January); Facebook posts reached 176 users since 18 January. Twitter = 1,254 followers (up 1 from 18 January; our tweets earned 405 "impressions" over the past week. Instagram = 792 followers (up 9 from 18 January); Instagram posts reached 224 users last week.
- GSA Academic Travel Grants = new funding period started 1 January (travel applications remain open, with links to Travel Directive and Field Research Office; uptake on travel option remains very low); GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = new funding period started 1 January. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

### Management Report to the GSA Board, 1 February 2022

Management has been engaged with the following issues since the last GSA Board meeting on 25 January 2022:

#### Strategic

- Drafting GSA reports to external governing bodies and reviewing meeting materials associated with various University committees.
- Follow up work from recent GSA Budget and Finance Committee and GSA Equity, Diversity, and Inclusion Committee meetings.
- Participating in a meeting of the GSA Budget and Finance Committee to review a draft 2022-2023 GSA operating budget and other associated documents.
- Preparing for the opening of nominations in the 2022 GSA General Election and finalizing arrangements for the Election Forum (the GSA Elections and Referenda Committee will be meeting later this week).
- Soliciting a legal opinion on the recently released regulations for Bill 32 and how they may impact the GSA (drafting correspondence to send to the GSA's lawyers).
- Preparing for the renewal of the GSA's fee disbursement agreement with Financial Services (working to arrange a meeting to review).
- Work associated with the Collective Agreement (posting updates from the GSA Negotiating Team on the GSA website, soliciting expressions of interest for the steward network, advising individual graduate student workers, soliciting a legal opinion on the process associated with a "friendly" union raid on the GSA, and preparing for bargaining sessions with the University) and supporting the work of the GSA Labour Relations Committee and GSA Negotiating Team.

#### Operations

- Supporting the GSA Awards Selection Committee with the adjudication process for GSA Recognition Awards.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), and the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter).
- Facebook = 1,728 likes (up 0 from 25 January); Facebook posts reached 225 users since 25 January. Twitter = 1,253 followers (down 1 from 25 January; our tweets earned 3765 "impressions" over the past week. Instagram = 793 followers (up 1 from 25 January); Instagram posts reached 327 users last week.
- GSA Academic Travel Grants = new funding period started 1 January (travel applications remain open, with links to Travel Directive and Field Research Office; uptake on travel option remains very low); GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = new funding period started 1 January. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University

### Management Report to the GSA Board, 8 February 2022

Management has been engaged with the following issues since the last GSA Board meeting on 1 February 2022:

#### Strategic

- Opening of the nomination period in the 2022GSA General Election.
- Assisting the GSA Equity, Diversity, and Inclusion Committee and GSA Board with the preparation of a statement regarding Islamophobia on campus and in the broader community.
- Reviewing claims data associated with the GSA Health and Dental Plan and potential fee scenarios for 2022-2023.
- Soliciting a legal opinion on the recently released regulations for Bill 32 and how they may impact the GSA (reviewing draft correspondence to send to the GSA's lawyers – hopefully to be submitted by the end of the week).
- Preparing for the renewal of the GSA's fee disbursement agreement with Financial Services (working to arrange a meeting to review).
- Beginning to plan 2022 transition programming.
- Work associated with the Collective Agreement (posting updates from the GSA Negotiating Team on the GSA website, soliciting expressions of interest for the steward network, advising individual graduate student workers, soliciting a legal opinion on the process associated with a "friendly" union raid on the GSA, and preparing for bargaining sessions with the University) and supporting the work of the GSA Labour Relations Committee and GSA Negotiating Team.

#### Operations

- Supporting the GSA Awards Selection Committee with the adjudication process for GSA Recognition Awards.
- Reviewing statistics on the uptake for the GSA's online winter orientation – had participant numbers comparable to those who attended the in-person event in previous years.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), General Faculties Council (advertised via the GSA newsletter) and the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter).
- Facebook = 1,735 likes (up 7 from 1 Feb); Facebook posts reached 181 users since 1 Feb. Twitter = 1,264 followers (up 9 from 1 Feb; our tweets earned 3228 "impressions" over the past week. Instagram = 791 followers (down 2 from 1 Feb); Instagram posts reached 208 users last week.
- GSA Academic Travel Grants = new funding period started 1 January (travel applications remain open, with links to Travel Directive and Field Research Office; uptake on travel option remains very low); GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = new funding period started 1 January. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.
- to dispense in the form of COVID-related supplementary bursaries for graduate students.

### Management Report to the GSA Board, 15 February 2022

Management has been engaged with the following issues since the last GSA Board meeting on 8 February 2022:

#### Strategic

- Receiving nominations for the 2022 GSA General Election and assisting the Chief Returning Officer with their review and planning 2022 transition programming.
- Reviewing claims data associated with the GSA Health and Dental Plan and potential fee scenarios for 2022-2023.
- Soliciting a legal opinion on the recently released regulations for Bill 32 and how they may impact the GSA, including potential changes to the structure of the GSA to make the Vice-President Labour an Associate Vice-President.
- Preparing for the renewal of the GSA's fee disbursement agreement with Financial Services (working to arrange a meeting to review).
- Work associated with the Collective Agreement (posting updates from the GSA Negotiating Team on the GSA website, soliciting expressions of interest for the steward network, advising individual graduate student workers, soliciting a legal opinion on the process associated with a "friendly" union raid on the GSA, and preparing for bargaining sessions with the University) and supporting the work of the GSA Labour Relations Committee and GSA Negotiating Team.

#### Operations

- Finalizing the adjudication process for GSA Recognition Awards.
- Planning the 2022 GSA General Election forum (to be hosted by the Speaker) and forward planning for other events (both online and, hopefully, pending the ability to book space through the University, a small in-person ceremony to distribute GSA Recognition Awards).
- Meeting with graduate students interested in starting a student group.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), General Faculties Council (advertised via the GSA newsletter) and the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter).
- Facebook = 1,737 likes (up 2 from 8 Feb); Facebook posts reached 338 users since 8 Feb. Twitter = 1,265 followers (up 1 from 8 Feb; our tweets earned 3,300 "impressions" over the past week. Instagram = 794 followers (up 3 from 8 Feb); Instagram posts reached 441 users last week.
- GSA Academic Travel Grants = new funding period started 1 January (travel applications remain open, with links to Travel Directive and Field Research Office; uptake on travel option remains very low); GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = new funding period started 1 January. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.