

GSA Council Meeting AGENDA
Monday, March 18, 2024, at 6:00 pm
Held in-person in Council Chambers

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 Farhan Khalid in the Chair

OPEN SESSION	Attached Numbered Pages
1. Approval of the March 18, 2024 Agenda <i>(suggested time: 1 min)</i>	
2. Approval of the Minutes from the February 26, 2024 GSA Council Meeting <i>(suggested time: 1 min)</i> <i>Attachment:</i> i. Minutes from the February 26, 2024 GSA Council Meeting	2.0 - 2.4
3. Changes in GSA Council Membership <i>(suggested time: 1 min)</i> i. Introduction of New GSA Council Members <i>(If you are new to GSA Council, please let us know it is your first meeting)</i> ii. Farewell to Departing GSA Council Members <i>(If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know)</i>	
<u>GSA Council Member Announcements</u>	
4. GSA Council Member Announcements <i>(suggested time: 5 min)</i>	
<u>Discussion Item:</u>	
5. DOS updates <i>(suggested time: 20 min)</i> Bishoi Aziz (President) will present the item and introduce the guests (Dr Ravina Sanghera and Tim Tang).	
<u>Action Item:</u> 6. Operating and Capital Budget (2024-2025), Labour Union Dues (2024-2025), and Restricted and Other Funding Budget (2024-2025) AND Operating and Capital Three-Year Budget/Business Plan (2024-2027), Labour Union Dues Three-Year Budget/Business Plan (2024-2027), and Restricted and Other Funding Three-Year Budget/Business Plan (2024-2027) BA will present the item <i>Attachments:</i> <ul style="list-style-type: none"> ● Outline of Outline of Issue 3 Year Plan and 2024-2025 Budget ● Cover Letter to GSA Council 2024-2025 GSA Operating Budget ● 2024-2027 GSA Operating Budget (Including Capital Budget) (HD Estimated) 	6.0-6.1 6.2-6.5 6.6-6.14

<ul style="list-style-type: none"> ● GSA 2024-2025 Operating Budget (including Capital Budget) Narrative ● The Graduate Students' Association of the University of Alberta 2024-2027 Restricted and Other Funding Budget ● The Graduate Students' Association of the University of Alberta 2024-2027 Restricted and Other Funding Budget Narrative ● The Graduate Students' Association of the University of Alberta 2024-2027 Labour Union Restricted Fund Budget ● The Graduate Students' Association of the University of Alberta 2024-2025 Labour Union Restricted Fund Budget (Narrative) 	<p>6.15-6.26</p> <p>6.27-6.28</p> <p>6.29-6.30</p> <p>6.31</p> <p>6.32-6.33</p>
<p>7. 2023-2024 GSA Winter Term Budget and Expenditure Report BA will present the item <i>Attachments:</i></p> <ul style="list-style-type: none"> ● Cover Letter to the President and Chair of the GSA Budget and Finance Committee From the Executive Director ● Outline of Issue ● Winter Term 2023-2024 - GSA Restricted and other Funding; Labor Union Fund Summary; Operating Budget Capital summaries 	<p>7.0</p> <p>7.1</p> <p>7.2-7.4</p>
Elections	
<p>11. GSA Council Elections (suggested time – to be determined)</p> <p style="text-align: center;">No Elections to be held</p>	
Reports (suggested time: 15 min)	
<p>12. President (Bishoi Aziz, President)</p> <ul style="list-style-type: none"> i. President's Report ii. GSA Board Report (no written report at this time) iii. GSA Budget and Finance Committee Report (no written report at this time) iv. GSA Equity, Diversity and Inclusion Committee Report (no written report at this time) v. GSA Governance Committee Report (no written report at this time) 	<p>12.0-12.1</p>
<p>13. Vice-President Academic (Rija Kamran, Vice-President Academic)</p> <ul style="list-style-type: none"> i. Vice-President Academic's Report 	<p>13.0-13.1</p>
<p>14. Vice-President External (Hamid Hassani, Vice-President External)</p> <ul style="list-style-type: none"> i. Vice-President External's Report 	<p>14.0-14.2</p>
<p>15. Associate Vice-President Labour (Muneeb Masood Raja, Vice-President Labour)</p> <ul style="list-style-type: none"> i. Associate Vice-President Labour's Report 	<p>15.0-15.1</p>
<p>16. Vice-President Student Services (Haseeb Arshad, Vice-President Student Services)</p> <ul style="list-style-type: none"> i. Vice-President Student Services' Report. 	<p>16.0-16.2</p>
<p>17. Vice-President Student Life (Tiffany Kung, Vice-President Student Life)</p> <ul style="list-style-type: none"> i. Vice-President Student Life's Report 	<p>17.0-17.1</p>

18. Senator (Ola Mabrouk) i. Senator's Report (no written report at this time)	
19. Speaker (Farhan Khalid, Speaker) i. Speaker's Report (no written report at this time)	
20. Chief Returning Officer (Sophie Shi, Chief Returning Officer) i. Chief Returning Officer's Report	20.0
21. GSA Nominating Committee (Violet Sun, GSA Nominating Committee Chair) i. GSA Nominating Committee Report	21.0-21.1
22. GSA Elections and Referenda Committee (Andrew Poholka, GSA Elections and Referenda Committee Chair) i. GSA Elections and Referenda Committee Report	22.0
23. GSA Management (Lewie Moodley, Executive Director) i. Executive Director's Report	23.0-23.3
<u>Question Period</u>	
Written Questions (none received at this time; questions may be submitted to the GSA Speaker before 4 PM on Thursday, March 14, 2024)	
24. Oral Questions	
25. Closed Session ACB Elections Decisions Presented by Laura Manerus, ACB Chair	
<u>Adjournment</u>	

GSA Council Meeting MINUTES
Monday, 26 February 2024 at 6:00 pm
Held in-person and online [via Zoom] in Council Chamber

IN ATTENDANCE:

Bishoi Aziz (President)	Arseniy Belosokhov (Councilor-at-Large)	Mehri Ebrahiminejad Baloochi (Business PhD)	Ahmed El-Damanhoury (History, Classics, & Religion)	Leo Remillard (Alternate - Oncology)
Rija Kamran (VP Academic)	Laura Manerus (Councilor-at-Large)	Amanda Nhi Tran (Chemistry)	Zoe Wagner (Human Ecology)	Ahmed Ahmed (Pharm & Pharm'l Sci)
Hamid Hassani (VP External) via Zoom	Sandeep Kumar (Councilor-at-Large)	Kiera Greenaway (Civ & Enviro Eng)	Kylie Day (Library & Info Studies)	Janye Johnson (Pharmacology)
Tiffany Kung (VP Student Life) via Zoom	Goldy Thevaruparambil Raju (Councilor-at-Large)	Cassandra Baragar (Comm Sci & Disorder)	Taylor Zimmerman (Alternate-Library & Info Studies)	Grace Essuman (Physiology)
Haseeb Arshad (VP Student Services)	Rajdeepsinh Solanki (Councilor-at-Large)	Maksym Lishchynskiy (Comp Sci)	Pouneh Mohammadi Nejad (Math & Stat'l Sciences)	Victoria Young (Political Science)
Muneeb Masood Raja (AVP Labour)	Pauline Chan (Alternate- Ag, Food & Nutri Sci)	Michelle Bey (Dentistry)	Kineshta Pillay (Mech Eng)	Emilie Desnoyers (Psychiatry)
Farhan Khalid (Speaker)	Uthman Khan (Anthropology)	Zhuohao Li (Primary -Drama)	Qi Feng Lin (Alternate- Med Microbio & Immun)	Cheryl Pan (Psychology)
Sophie Shi (CRO)	Andrew Poholka (Biochemistry)	Lyudmyla Honcharova (Alternate- Drama)	Michaela Morrow (Media & Tech Studies)	Clinton Ekaeze (Public Health)
Zain Patel (Deputy Returning Officer)	Samantha Tan (Biological Science)	Shaun Woudstra (Earth & Atmo Sci)	Connor Oborn (Medical Genetics)	Wendy Amoako (Rehab Science)
Ola Mabrouk (Senator)	Nahid Shaikh (Business MBA)	Guadalupe Montserrat Rodriguez Cornejo (Ed Policy Studies)	Saeed Ataei (Neuroscience)	Nicole Lau (Renewable Resources)
Camila Rodrigues de Freitas (Deputy Speaker)	Christopher Keen (Biomedical Eng)	Scott Taylor (Ed Psych)	Nancy Hammer (Nursing)	

Guests: Sherifat Buhari (SAB), Erin O'Neil (EO)

Speaker Farhan Khalid in the Chair.

The meeting was called to order at 6:00 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

Approval of Agenda**1. Approval of the 26 February 2024 Consolidated Agenda**

Members had before them the 26 February 2024 Consolidated Agenda, which had been previously distributed on 23 February 2024. HA **MOVED**; AP **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**2. Minutes from the 22 January 2023 GSA Council Meeting**

Members had before them the 22 January GSA Council meeting minutes, which had been previously distributed. BA **MOVED**;
HA **SECONDED**.

Motion **PASSED** unanimously.

Changes in GSA Council Membership

3. Changes in GSA Council Membership

- i. **Introduction of New Councillors:**Ahmed El-Damanhoury (History, Classics, & Religion) and Library and
- ii. **Farewell to Departing GSA Council Members :** None at this time

GSA Council Member Announcements

4. GSA Council Member Announcements

- **CRO** reminded everyone that voting starts on Feb 27 to Feb 29 and to remind the councilors' constituents as well. Live stream is posted on the website and other information about the candidates are on the website.
- **BA** announced the GSA Volunteer Team and is looking for a council member to lead the volunteer team.
- **AP** offered assistance to the councilors by providing a draft email that includes all necessary information and a link to the candidate bios website. AP can help on the effective use of Google Groups for sending group emails; anyone interested in the draft or needing help to contact him directly, either in person or via email.

Presentations

5. MITACS – Innovation and research (suggested time: 20 min)

Hamid Hassani (Vice President External) will present the item and introduce the guest (Sherifat Buhari).

SB discussed the MITACS Program, a non-profit organization aimed at fostering Canadian innovation by bridging academia with industry. The program, which focuses on students, facilitates industry-collaborative projects to fund research and innovation, promote skill development, and offer international project opportunities. For over 25 years, MITACS has been pivotal in connecting Canadian academia with industry, providing over 103,000 internships and enhancing job prospects for students with work-integrated learning experiences. The program fosters collaborations across various sectors, offering both research-based and innovative non-research projects, including the notable Globalink and Accelerate programs. These initiatives not only offer students real-world data for their theses and publications but also significantly contribute to societal well-being and individual skill recognition, opening doors to new job opportunities. With funding awards ranging from \$10k to \$15k and an online application process, MITACS makes it easier for students, including recent graduates, to engage in meaningful projects. The search for partner organizations, critical for project collaboration, can be navigated through strategies like cold emailing and exploring MITACS' open projects. Despite current modifications and the suspension of the Globalink Program, MITACS remains a key player in driving innovation and research forward in Canada. A question on IP sharing was asked and SB confirmed that MITACS does not get involved with IP sharing. Other questions about their Globalink Program and partner organization must be based in Canada were raised.

6. Campus Food bank updates (suggested time: 20 min)

Haseeb Arshad Vice President Student Services) will present the item and introduce the guest (Erin O'Neil).

EO reported updates with the CFB especially with the expanded services and locations to meet growing demands, especially from graduate and international students in the Rutherford Library. It offers a variety of programs, including food baskets, grocery buses, and cooking classes, to support the campus community. Despite challenges such as increased operational costs and space limitations, the food bank continues to adapt, focusing on accessibility and the inclusion of specialty food items like halal meat. Questions during the presentation addressed the gap between demand and resources, emphasizing the need for strategic planning and community support to ensure no student faces food insecurity. Other questions raised were trying to investigate the relationship between usage of campus food back between departments with higher guaranteed funding and staffing concerns. A copy of the report is available and can be accessed through the GSA and/or CFB.

Discussion Items:

7.AB-GPAC Discussion (Closed session)

BA **MOVED**. AP **SECONDED**. Council Members **AGREED** to move into **CLOSED SESSION**.
Board Members discussed the AB-GPAC updates.

RK MOVED. HA SECONDED. Board Members AGREED to move out of CLOSED SESSION.

Action Items: None at this time

Elections

8. GSAGSA Council Elections (suggested time – to be determined) : No election ran

Reports

9. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. BA highlighted GSA hosting a town hall meeting regarding the PhD Minimum funding, possibility of joining CASA, future plans for the GSA in using the surplus from the operating budget as investment to be soon used to purchase a building for commercial use, call for a councilor to lead the GSA volunteer team, and rotating coffee breaks. A question was raised on the feasibility, benefits, and challenges of the building acquisition project. BA emphasized the dual financial and political benefits for graduate students and outlined the need for careful financial planning, consultation with business experts to assess the viability of potential buildings, and negotiations with the university to avoid conflicts of interest.

ii. GSA Board

No written report at this time

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.

10. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. RK highlighted the PhD Medical funding town hall, aiming to clarify the funding proposal's details, especially concerning eligibility requirements like maintaining a minimum academic standing and making sufficient progress in the program. Further discussions with Dr. Tracy and GPS centered on improving graduate student engagement through the college model, seeking more feedback on education awards and scholarships, and initiating a working group for tuition relief. Updates on the transition to a new LMS, Canvas, from Moodle, were shared, highlighting its phased implementation and available training for faculty. Concerns regarding Google Storage reductions for students were discussed, mentioning that archived emails won't count towards the limit and ongoing efforts to find similar solutions for Google Workspace data. A question was raised about ensuring mandatory training for professors with the switch to Canvas to avoid reliance on outdated teaching methods and the need for effective use of the LMS to enhance learning experiences. RK acknowledged the comment and mentioned to raise that in the succeeding meetings.

11. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. HH highlighted his previous engagement with ISDAC (International Strategy Development Advisory Committee) which focuses on enhancing the quality of life for graduate students, especially international students. They work on creating a more inclusive environment, deepening international research collaborations, and building connections with the local and international communities. Specific initiatives mentioned include evaluating the use of terms like "international" versus "transnational" for a research award to reflect a broader and more inclusive perspective. HH also touched on the GSA Emergency Bursary Appeal Committee's work, emphasizing the need for more transparency and clarity in the rules and conditions surrounding emergency funds. This response came from handling cases rejected by the initial review process, highlighting a demand for clearer guidelines and equitable consideration for applicants.

ii. GSA Awards Selection Committee

HH highlighted that the committee was able to adjudicate over 100 applications for various awards, highlighting the challenge and integrity involved in the selection process. The awards ceremony is scheduled for March 15, following the announcement of winners on February 15.

12. Vice-President Student Life

i. Vice-President Student Life's Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. TK highlighted the work the GSA has been doing on the VP IR (Indigenous Relation) position for '25-'26 and related town halls scheduled on March 12 and March 26, 2024.

13. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. HA highlighted the upcoming Coffee Break event to celebrate the International Day of Happiness, emphasized the need for better engagement in surveys, particularly the mental health services survey, and also started the program and funding framework for the Peer Support Program. HA noted low participation despite incentives and highlighted efforts to enhance the GSA's visibility and peer support program. A question was raised about how to further increase survey participation and ensure the GSA's efforts more effectively reach and represent the graduate student community.

14. Associate Vice-President Labour

i. Associate Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted. MR highlighted the ongoing bargaining survey aimed at capturing graduate students' priorities for upcoming negotiations and exploring supervisor-student dynamics. Additionally, MR reported on the two new LRC positions—an Outreach Coordinator and a Deputy— to enhance the committee's effectiveness and outreach.

ii. GSA Labour Relations Committee

No written report at this time.

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

SS reiterated participation in the GSA elections, encouraging people to vote. SS also mentioned one open position for Councilor-at-Large.

18. GSA Nominating Committee

i. GSA Nominating Committee Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted.

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 23 February 2024. The report stood as submitted. AP urged constituents to vote and reminded everyone of the documents he could share.

20. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 23 February 2024. The report stood as submitted.

Question Period

21. Written Questions

- No written questions were received.

22. Oral Questions

- No oral questions were received due to time.

Adjournment: The meeting was adjourned at 8:30 pm.

Outline of Issue

Operating and Capital Budget (2024-2025), Labour Union Dues Budget (2024-2025), and Restricted and Other Funding Budget (2024-2025)

AND

Operating and Capital Three-Year Budget/Business Plan (2024-2027), Labour Union Dues Three-Year Budget/Business Plan (2024-2027), and Restricted and Other Funding Three-Year Budget/Business Plan (2024-2027)

Suggested Action and Motion for the GSA Council:

ACTION: That GSA Council **APPROVE**, unanimously recommended by the GSA Budget and Finance Committee and the GSA Board, Operating and Capital Three-Year Budget/Business Plan (2024-2025, 2024-2027), the Labour Union Dues Three-Year Budget/Business Plan (2024-2025, 2024-2027), and the Restricted and Other Funding Three-Year Budget/Business Plan (2024-2025, 2024-2027)

MOTION: That GSA Council **RECEIVE FOR INFORMATION**, having been reviewed and advised upon by the GSA Budget and Finance Committee and recommended to GSA Council by the GSA Board, the Operating and Capital Budget (2024-2025, 2024-2027) in the attached material in the "2024-2025 Budget for Approval" column bordered in red on each page, the Labour Union Fund Budget (2024-2027) in the attached material in the "2024-2025 Budget for Approval" column bordered in red on each page, and the Restricted and Other Funding Budget (2024-2027) in the attached material in the "2024-2025" Budget for Approval" column bordered in red).

Background:

As was the case in previous years, given that the GSA Board is the "senior administrative authority" (GSA Bylaw and Policy, Section F.POL.3.2.a), the above-noted recommendation to GSA Council flows through the GSA Board. The GSA BFC's review and advice on the three GSA three-year budget/business plans (operating, labour union dues, and restricted) will also be forwarded to GSA Council for the March 18 2024 meeting, flowing first through the GSA Board. **GSA BFC members are, accordingly, invited to attend the GSA Council meeting on March 18 2024.**

See the attached draft cover letter from the GSA President and GSA BFC Chair to GSA Council 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 and Budget and Finance Committee (GSA BFC), will draft an annual budget as part of a three (3) year, rolling budget and business plan, to be reviewed by the GSA BFC no later than the GSA BFC's last meeting in the February prior to the April in which the annual budget will take effect. The GSA BFC will advise and recommend to GSA Council via the GSA Board (GSAB) on the annual budget. The GSAB will forward the GSA BFC's recommendation with its own recommendation to GSA Council."

GSA Bylaw and Policy, Section K.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.3.1:

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

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

"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.3.5:

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

Prepared by L Moodley for GSA Council March 18 2024

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

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

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

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

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

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

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

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

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

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

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

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

GSA Bylaw and Policy, Section K.POL.6.1:

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

GSA Bylaw and Policy, Section Q.BYL.4.3:

"Union dues collected will be held in a restricted GSA Labour Union Fund and used solely to support the GSA's activities pursuant to the Labour Relations Code on behalf of academically-employed graduated students, including collective bargaining and representation of academically-employed graduate students ... the GSA will not use any amount of the union dues for purposes other than those described in GSA Bylaw and Policy, Section Q.BYL.4.3."



Dear Council members

March 8 2024

As President and Chair of the GSA Budget and Finance Committee, I am pleased to present you with the recommended GSA 2024-2025 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.

We have worked tirelessly to increase the budget surplus this year, between the total revenue and total expenses in the operating budget. We have shown a significant increase from \$51,361 to \$130,726 through restructuring our staff operations to bring better value to the graduate student membership fees. These savings are designed to absorb anticipated costs such as CPI.

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 a budget year 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 18 March 2024.

Assumptions:

Projected 0% increase in enrollment. Should enrollment either increase beyond projections 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 (2.2%). Operating Budget (projected inflationary increases based on CPI applied to multiple lines based on previous budgets; other recommended changes noted below):

Revenue – GSA Fees

We recommend that the GSA membership fee remain at its 2023-2024 level for 2024-2025 fiscal year, which will continue to allow the GSA to achieve a balanced budget while also not increasing fees paid by graduate students.

Revenue – Interest Income

We recommend assuming, as was done on 2023-2024, that interest income on investment remains stable due to the higher interest rates.

Revenue – External Committed Funding (Faculty of Graduate Studies and Research and Dean of Students) No recommended changes. Funding from the Faculty of Graduate Studies and Research is requested annually (ie, not guaranteed) and, should funding not be provided, this will be amended in the term financial reports.

Revenue – Commercial Activities

We recommend assuming revenue associated with the GSA's stake in the Chopped Leaf food venue in the PAW Centre returns to pre-pandemic levels. Revenue – Other No recommended changes.



Expenses – Advocacy

No recommended changes to the “Business Travel and External Relations and Advocacy” and “University Relations lines” beyond the addition of CPI. Additionally, no recommended changes to the budget line for the GSA’s membership in the Alberta Graduate Provincial Advocacy Council as that organization has not, as of yet, indicated any intent to change their fees.

Expenses – Services

As funding for academic workshop subsidies, external grants, and GSA Graduate Student Group Grants has increased over the past several years prior to 2023-2024, it is recommended to leave the budget for these lines at 2024-2025 levels.

No increases to the “GSA Council Remuneration” line are recommended as the number of departments eligible for remuneration remains the same. 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, an increase of \$5,874 to \$8000 to the “Engagement, Orientation, and Outreach” line is recommended as the costs of event hosting have increased owing to rising inflation, and to account for new swag purchases as we return to in-person programming.

Expenses – Governance

The application of a CPI increase will be reflected in “Directly-Elected Officer Stipends,” as per GSA Bylaw and Policy. Likewise, increases to “Directly-Elected Officer Benefits” will also reflect a 18% increase in the cost of the GSA Health and Dental Plan (see note below under “Restricted”). Recommend increasing the “Training/Development” line by \$2,500 to ensure workplace harassment and violence prevention training is provided to be compliant with Occupational Health and Safety legislation (this additional increase isn’t needed until new training has been identified .

Expenses – Human Resources

Increase to various lines to reflect the application of a CPI increase to salaries is reflected, as per contractual/collective agreement arrangements. Changes are being made on staff positions and responsibilities which will decrease the Human Resources expenses. We plan to see savings of approximately over \$66,620 in staff salary savings for the 2024-2025 year. The GSA office has undergone a restructure and review of staffing roles to bring forward the most cost effective staffing solutions. We are able to reduce the HR line from \$728,037 to \$661,417.

Expenses – Office Administration and Operational Costs

Amounts in the “Capital Items” line are recommended to be adjusted to accord with projected expenses in the GSA’s ten-year evergreening plan concerning anticipated purchases (\$8,250 is detailed in the 2024-2025 evergreening plan).



Expenses - Software

For 2024-2025 there will be new software implemented to better serve our grants and bursary, this will come with \$12,000 a year. This is a recommended change to be added. Expenses – Professional No recommended changes to the “Consultants” and “Legal Fees” lines.

Expenses – Operating/Contingency Fund

Restricted:

GSA Planner Renewed efforts to sell ad space in 2024-25 in addition to the dedicated payments received from Studentcare and the Office of the Dean of Students. Since ad sales will likely not cover the costs of printing Planners the extra expense will be offset from the “Engagement, Orientation, and Outreach” line in the operating budget.

Graduate Student Support Fund: The University has indicated we have been awarded \$964,000, this is the same as the previous year. This amount is for 2024-2025 year. The University previously communicated in 2020 that, “given financial circumstances, we are expecting there to be a reduction in funding available as early as next fiscal [2025].” If there is a reduction, GSA Recognition Awards will need to stay at \$18,000 as the specific amounts are listed in GSA Policy and less money will be allotted to GSA Academic Travel Grants, GSA Child Care Grants, and GSA Emergency Bursaries to absorb the reduction.

Graduate Student Assistance Program

No recommended changes.

GSA Health and Dental Plan Projected 15% increase as a placeholder and in the interests of building a conservative budget; GSA Council will set the fee in March 2024.

Restricted – GSA Labour Union Fund:

Revenue – GSA Labour Union Fund

Based on projections of union dues collected in previous terms. 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 the 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 (PSAC), which are discharged quarterly) and other sundries. Additionally, the stipend for the Associate Vice-President Labour will be paid from this fund., All spending from this line 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.

780-492-2175

www.ualberta.ca/graduate-students-association

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



Recommendations:

The Budget and Finance committee recommends for the amount of \$85,000 to be deposited into a new investment account named the Financial Stabilization Fund for future Growth. This account will serve as a reserve fund for investments into alternate revenue ventures. Alternate revenue streams will help bring in new funding sources for the GSA in the future which will in turn lessen the burden on graduate student fees. Any future surpluses will be encouraged to be deposited into this account.

Bishoi Aziz, President and Chair of the GSA BFC

Bishoi Hany Gamil Aziz

The Graduate Students' Association of the University of Alberta

2024-2027 GSA Operating Budget (including Capital Budget)

DRAFT ONLY-FOR DISCUSSION PURPOSES

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

HIGH LEVEL SUMMARY - OPERATING AND CAPITAL BUDGET

6.6

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual
REVENUE					
Annual GSA Membership Fees	1,232,821	1,245,149	1,257,600	1,232,821	1,217,686
Interest Income	80,000	50,000	40,000	50,000	105,200
External Committed Funding	26,880	26,880	26,880	26,880	33,712
Revenue from Commercial Activities	40,162	40,162	40,162	40,162	20,104
Other Revenue	1,300	1,300	1,300	1,300	-
Total Revenue	1,381,163	1,363,491	1,365,942	1,351,163	1,376,702
EXPENSES					
Advocacy	63,672	63,646	64,154	58,124	48,069
Services Expenses	157,158	158,205	159,274	155,150	116,401
Governance	240,318	245,082	249,968	235,180	207,024
Human Resources	661,417	671,029	682,658	742,533	634,071
Office Administration and Operational Costs	51,308	49,445	49,140	33,565	31,725
Professional	61,564	62,355	63,152	60,250	101,285
Operating/Contingency Fund	15,000	15,000	15,000	15,000	10,000
Sub-total	1,250,436	1,264,762	1,283,347	1,299,802	1,148,575
Revenues Exceed Expenditures	130,726	98,729	82,596	51,361	228,127

GOAL: BALANCED BUDGET

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
GSA Fees (see below for detailed calculations)	1,232,821	1,245,149	1,257,600	1,232,821	1,217,686	
Interest Income						
Interest Income	80,000	50,000	40,000	50,000	105,200	NO CPI, PER INTEREST RATES
External Committed Funding						
Funding from the Dean of Students and the Dean of FGSR	7,190	7,190	7,190	7,190	9,190	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	14,522	PER AGREEMENT
	26,880	26,880	26,880	26,880	33,712	
Revenue from Commercial Activities						
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue	40,162	40,162	40,162	40,162	20,104	PER AGREEMENT
Other Revenue	1,300	1,300	1,300	1,300	-	NO CPI
Total	1,381,163	1,363,491	1,365,942	1,351,163	1,376,702	

GSA Fees (Calculations)			
Number of full-time graduate students (estimate)	6,691	6,758	6,826
Fees (per annum per student)	156.02	156.02	156.02
	1,043,969	1,054,409	1,064,953
Number of part-time graduate students (estimate)	1,614	1,630	1,646
Fees (per annum per student)	117.01	117.01	117.01
	188,852	190,740	192,648
	1,232,821	1,245,149	1,257,600

2021-2022 Full-time average X 1.0%	6,691
2021-2022 Part-time average X 1.0%	1,614
Total students	8,305

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0% /2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

1.022 1.02 1.02

Advocacy

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Advocacy						
Business Travel and External Relations and Advocacy	24,368	24,320	24,806	23,843	14,851	CPI
University Relations	1,084	1,106	1,128	1,061	154	CPI
Indigenous Strategic Initiatives	5,000	5,000	5,000	N/A	N/A	NEW BUDGET LINE FOR INDIGENOUS CONSULTATION HONORARIUMS
External Advocacy (previously ab-GPAC)	33,220	33,220	33,220	33,220	33,064	NO INCREASE FROM 2023-2024
Total	63,672	63,646	64,154	58,124	48,069	
External Advocacy (previously ab-GPAC) Estimate						
Student Numbers	8,305					
Fee Per Student	4					
Total	33,220	-	-			

The Graduate Students' Association of the University of Alberta
 2024-2027 GSA Operating Budget (including Capital Budget)

6.9

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Services Expenses

	2024-2025	1.022 2025-2026	1.02 2026-2027	1.02 2023-2024	2022-2023
	Budget for Approval	Budget	Budget	Budget	Actual
Grants and Subsidies					
Academic Workshop Subsidies	12,000	12,000	12,000	12,000	12,000
External Grants	4,000	4,000	4,000	4,000	-
Campus Food Bank	27,000	27,000	27,000	27,000	25,000
Child Care Access	5,021	5,021	5,021	5,000	5,021
	48,021	48,021	48,021	48,000	42,021
Graduate Student Groups					
GSA Council Remuneration	17,250	17,250	17,250	17,250	8,500
GSA Graduate Student Group Grant	36,000	36,000	36,000	36,000	20,575
	53,250	53,250	53,250	53,250	29,075
Other Expenses					
Annual Strategic Plan Initiatives	3,500	3,500	3,500	2,500	1,065
Engagement, Orientation, and Outreach	40,114	40,916	41,734	39,250	33,734
GSA Awards Night	12,273	12,519	12,769	12,009	10,506
	55,887	56,934	58,003	53,759	45,305
Total	157,158	158,205	159,274	155,009	116,401

NO CPI
 NO CPI
 PENDING RESULT OF 2024 REFERENDUM TO INTRODUCE A DEDICATED FEE
 THIS BUDGET LINE MAY NOT BE NEEDED IN 2025-2026 and 2026-2027
 CHILD CARE ACCESS INITIATIVE WITH THE STUDENTS' UNION
 NO CPI
 NO CPI
 INCREASE TO FUND GSA 5-YEAR INITIATIVES
 CPI
 CPI

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Governance

	1.022	1.02	1.02			
	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Directly-Elected Officers Stipends						
Directly-Elected Officers Stipends (VPs)	146,432	149,360	152,348	143,280	138,276	CPI
President Stipend	45,757	46,672	47,606	44,772	43,209	CPI
	192,189	196,032	199,954	188,052	181,485	
Directly-Elected Officers Benefits						
GSA Health and Dental Plan	3,100	3,410	3,750	2,758	2,627	18% INCREASE ESTIMATED PER 2021-2025 AGREEMENT
U-Pass	2,700	2,700	2,700	2,700	2,340	
	5,800	6,110	6,450	5,458	4,967	
Directly Elected Officers - Employer Contributions						
Employer CPP Contributions	10,555	10,783	11,017	10,308	9,533	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
	10,555	10,783	11,017	10,308	9,533	
Directly-Elected Officers - Other Expenses						
Insurance (<i>Director and Officer Liability Insurance</i>)	1,437	1,466	1,495	1,406	197	CPI
Election Expenses	3,926	4,004	4,084	3,841	3,355	CPI
Transition/Discover Governance	5,140	5,140	5,140	5,140	-	
Training/Development	6,000	6,000	6,000	6,000	1,132	
Directly-Elected Officers' Expenses	3,101	3,163	3,226	3,034	901	CPI
GSA Standing Committee Food and Other Expenses	528	539	550	517	247	CPI
	20,132	20,311	20,495	19,938	5,832	
GSA Council Expenses						
GSA Council Food and Other Expenses	6,340	6,467	6,597	6,204	1,672	CPI
GSA Council Speaker Honorarium	2,269	2,314	2,361	2,220	2,035	CPI
Chief Returning Officer Honorarium	1,533	1,564	1,595	1,500	1,500	CPI
Other Honoraria	1,500	1,500	1,500	1,500	-	NO CPI
	11,642	11,845	12,052	11,424	5,207	
Total	240,318	245,082	249,968	235,180	207,024	

The Graduate Students' Association of the University of Alberta
2024-2027 GSA Operating Budget (including Capital Budget)

6.11

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Human Resources

	2024-2025 Budget for Approval	1.022 2025-2026 Budget	1.02 2026-2027 Budget	2023-2024 Budget	2022-2023 Actual
Support Staff (Represented by NASA)					
Salaries	243,840	248,063	252,371	313,380	296,211
Benefits					
Benefits	16,892	17,230	17,575	24,710	23,496
RRSP	23,227	23,692	24,166	33,977	32,307
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,926	2,115	2,322	2,295	1,959
Employer Contributions	42,045	43,037	44,063	60,982	57,762
Employer CPP Contributions	13,843	14,443	14,443	15,286	14,167
Employer EI Contributions	5,060	5,060	5,060	5,716	5,385
Other	18,903	19,503	19,503	21,002	19,552
Staff Development (\$1500 per staff)	4,500	4,500	4,500	6,000	1,500
Professional Development	1,500	1,500	1,500	1,500	83
	6,000	6,000	6,000	7,500	1,583
Total for Support Staff Represented by NASA	310,788	316,603	321,937	402,864	375,108
Administrative/Professional Staff					
Salaries and Merit Pay					
Salaries	255,194	260,208	265,322	247,038	190,002
Merit Pay	23,990	23,990	23,990	23,776	19,601
Benefits	279,184	284,198	289,312	270,814	209,603
Benefits	18,567	18,938	19,317	17,914	14,239
RRSP	25,529	26,040	26,560	24,632	19,520
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,926	2,115	2,322	1,721	1,469
Employer Contributions	46,022	47,093	48,199	44,267	35,228
Employer CPP Contributions	10,873	8,511	8,511	10,277	7,775
Employer EI Contributions	3,947	3,966	3,986	3,766	3,018
	14,820	12,477	12,497	14,043	10,793
Total for Administrative/Professional Staff	340,026	343,768	350,008	329,124	255,624
Other HR Expenses					
Office Recognition	1,000	1,000	1,000	1,000	601
Professional Expense Allowance	6,886	6,886	6,886	6,886	2,298
Workers' Compensation	2,717	2,772	2,827	2,659	3,210
	10,603	10,658	10,713	10,545	6,109
Total	661,417	671,029	682,658	742,533	634,071

CPI AND POSITION CHANGES

18% Health and Dental Plan increase estimate

COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
COMPLIES WITH GOVERNMENT OF CANADA EI RATES

CPI AND STAFF CHANGES

18% Health and Dental Plan increase estimate

COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
COMPLIES WITH GOVERNMENT OF CANADA EI RATES

NO CPI
NO CPI
PER PREMIUM + CPI

The Graduate Students' Association of the University of Alberta

2024-2027 GSA Operating Budget (including Capital Budget)

6.12

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Office Administration and Operational Costs

	1.022	1.02	1.02	2023-2024	2022-2023	
	2024-2025	2025-2026	2026-2027	Budget	Actual	
	Budget for	Budget	Budget			
Capital Items (per Evergreening Plan)	8,250	6,000	5,300	3,000	2,636	PER EVERGREENING PLAN
Information Technology Service Agreement	6,000	6,000	6,000	6,000	3,150	PER AGREEMENT
Telephone & Cable	2,900	2,900	2,900	3,345	2,822	NO CPI
Office Supplies and Maintenance	3,577	3,649	3,722	3,500	7,405	CPI
Computer Software	13,017	13,278	13,543	10,291	9,360	CPI PLUS NEW SOFTWARE
Grants Processing Software	12,000	12,000	12,000	N/A	N/A	NEW BUDGET LINE
Payroll and Banking Service Charges	1,991	2,031	2,071	1,948	1,548	CPI
Photocopier Lease and Meter	2,000	2,000	2,000	4,000	3,516	PER NEW AGREEMENT
General Liability Insurance (Office)	773	788	804	756	563	CPI
AMICCUS-C Membership	800	800	800	725	725	MEMBERSHIP DUES INCREASE
Total	51,308	49,445	49,140	33,565	31,725	

The Graduate Students' Association of the University of Alberta

2024-2027 GSA Operating Budget (including Capital Budget)

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Professional

	2024-2025 Budget for Approval	1.022 2025-2026 Budget	1.02 2026-2027 Budget	1.02 2023-2024 Budget	2022-2023 Actual	
Financial Auditing	14,564	14,855	15,152	14,250	13,781	INCREASE AS PER 2023-2024 ACTUAL EXPENSE PLUS CPI
Consultants	5,000	5,000	5,000	5,000	27,380	NO CHANGE
Investment Advisor	22,000	22,500	23,000	21,000	20,240	INCREASE IN RELATION TO INCREASED VALUE OF INVESTMENTS
Legal Fees - General	20,000	20,000	20,000	20,000	39,884	NO CPI
Total	61,564	62,355	63,152	60,250	101,285	

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Operating/Contingency Fund

	2024-2025	2025-2026	2026-2027	2023-2024	2022-2023
	Budget for Approval	Budget	Budget	Budget	Actual
Operating/Contingency Fund	15,000	15,000	15,000	15,000	10,000
Total	15,000	15,000	15,000	15,000	10,000

Account Name and Budget	Brief Description	Narrative and Variance
REVENUE		
GSA Fees		
Annual GSA Membership Fees \$1,232,821 budget	<ul style="list-style-type: none"> ● The GSA is supported by annual graduate student membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection. ● Based on the three-year funding agreement signed between the GSA and the University on 17 May 2022, the GSA will receive: <ul style="list-style-type: none"> ○ 40% advance in May based on the projected fall/winter enrollment. ○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October.</i> ○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February.</i> ○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled. 	<ul style="list-style-type: none"> ● No change in GSA fees. ● For 2024-2025, the projected GSA revenue is \$1,232,821. This is based on fees paid by a projected 6,691 full-time graduate students (6,691 @ \$156.02 per graduate student) and a projected 1,614 part-time graduate students (1,614 @ \$117.01 per graduate student). ● The 2023-2024 budget was \$1,232,821. This was based on fees paid by 6,691 full-time graduate students (6,691@ \$156.02 per graduate student) and 1,614 part-time graduate students (1,614@ \$117.01). ● The 2022-2023 actual was \$1,217,686.
Interest Income		
Interest Income \$80,000 budget	<ul style="list-style-type: none"> ● Interest income on bank accounts is deposited monthly. ● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements. ● ATB Wealth manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee. 	<ul style="list-style-type: none"> ● Projected increase due to increase in Interest rates. ● The 2023-2024 budget was \$50,000. ● The 2022-2023 actual was \$105,200

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.16

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$7,190 budget	<ul style="list-style-type: none"> This funding is described in letters from the Dean of the Faculty of Graduate Studies and Research (FGSR) and Dean of Students and covers, for instance, some of the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding must be requested yearly. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$7,190. The 2022-2023 actual was \$9,190.
Funding from Studentcare \$8,190 budget	<ul style="list-style-type: none"> Studentcare provides \$8,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2020-2025. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$8,190. The 2022-2023 actual was \$10,000.
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> Signed agreement with TD Insurance Meloche Monnex (TDIMM) (from 2021-2026) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$11,500. The 2022-2023 actual was \$14,522.
Revenue from Commercial Activities		
Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue \$40,162 budget	<ul style="list-style-type: none"> The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet. Revenues commenced in August 2015. From 2020-2023 there was an interruption in revenue due to the COVID-19 pandemic. A return to normal revenue is expected in 2023-2024. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$40,162. The 2022-2023 actual was \$20,102.
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,300. The 2022-2023 actual was \$0.

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$24,368 budget	<ul style="list-style-type: none"> Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations (usually in the form of travel expenses, hosting, or meetings related to advocacy). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$23,843. The 2022-2023 actual was \$14,851.
University Relations \$1,084 budget	<ul style="list-style-type: none"> Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,061. The 2022-2023 actual was \$154.
Indigenous Strategic Initiatives \$5,000 budget	<ul style="list-style-type: none"> GSA support of indigenous strategic initiatives in support of the U of A Indigenous Strategic Plan. 	<ul style="list-style-type: none"> New budget line for 2024-2025.
External Advocacy (previously ab-GPAC) \$33,220 budget	<ul style="list-style-type: none"> Expenditure for joining federal and provincial lobbies 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$33,220. The 2022-2023 actual was \$33,064.
Services		
Grants and Subsidies		
Academic Workshop Subsidies \$12,000 budget	<ul style="list-style-type: none"> Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students. Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$12,000. The 2022-2023 actual was \$12,000.
External Grants \$4,000 budget	<ul style="list-style-type: none"> Funds requested for external grants for events such as the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$4,000. The 2022-2023 actual was \$0.
Campus Food Bank \$27,000 budget	<ul style="list-style-type: none"> Contribution made to the Campus Food Bank (CFB) (which was founded by the GSA) in recognition of the valuable support it provides to graduate students. The CFB is holding a referendum in March 2024 to assess a dedicated fee directly to students. If successful, this budget line will cease in 2025-2026. The CFB Executive Director reports annually to the GSAB. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$27,000. The 2022-2023 actual was \$25,000.
Child Care Access \$5,021 budget	<ul style="list-style-type: none"> Continuation of a partnership with the Students' Union for a membership with a local daycare provider to facilitate limited childcare services for students who parent. 	<ul style="list-style-type: none"> Moderate increase to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$5,021.

Graduate Student Groups		
GSA Council Remuneration \$17,250 budget	<ul style="list-style-type: none"> ● Funding of \$250 for eligible graduate student groups (69) based on the attendance of their Councillor at GSA Council meetings from 1 May to 30 April. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$17,250. ● The 2022-2023 actual was \$8,500.
GSA Graduate Student Group Grant \$36,000 budget	<ul style="list-style-type: none"> ● The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> ▪ Bring in special guest lecturers or host events. ▪ Support the academic activities of graduate students. ▪ Provide modest start-up funding for new groups. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$36,000. ● The 2022-2023 actual was \$20,575.
Other Expenses		
Annual Strategic Work Plan Initiatives \$3,500 budget	<ul style="list-style-type: none"> ● Any new Strategic Work Plan (SWP) initiatives may be funded from this budget line. 	<ul style="list-style-type: none"> ● Increase to the 2024-2025 budget. ● The 2023-2024 budget was \$2,500. ● The 2022-2023 actual was \$1,065.
Engagement, Orientation, and Outreach \$40,114 budget	<ul style="list-style-type: none"> ● Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events (aside from the GSA Awards Night), swag purchases and SUTV ads. ● Depending on graduate student demand for the GSA Planner, and the ad revenue, this budget is also used to cover the cost of printing additional Planners not covered by the revenue from ad sales. 	<ul style="list-style-type: none"> ● Applied 2.2% CPI increase. ● The 2023-2024 budget was \$39,250. ● The 2022-2023 actual was \$33,734.
GSA Awards Night \$12,273 budget	<ul style="list-style-type: none"> ● Expenses for the annual GSA Awards Night (normally in March). Awards distributed are funded by the Graduate Student Support Fund (see the Restricted and Other Funding Budget Narrative). ● Indigenous Student Graduate Award and two Spirit Awards are funded from this budget line (GSA supported). 	<ul style="list-style-type: none"> ● Applied 2.2% CPI increase. ● The 2023-2024 budget was \$12,009. ● The 2022-2023 actual was \$10,506.

Governance		
Directly Elected Officer Stipends		
Directly Elected Officers (DEOs) Stipends \$192,189 budget	<ul style="list-style-type: none"> DEOs include the President, the VP Academic, the VP External, the VP Student Life, and the VP Student Services. In 2024-2025, the President will receive an annual stipend of \$45,757 and the four VP positions will each receive \$36,608. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw and Policy, Section D.BYL.1.4.b). Note that the stipends are gross stipends and include income tax, and Canada Pension Plan (CPP) deductions. Remittances are made on behalf of DEOs from their stipend totals. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$188,052. The 2022-2023 actual was \$181,485.
Directly Elected Officer Benefits		
GSA Health and Dental Plan \$3,100 budget	<ul style="list-style-type: none"> The estimated 2024-2025 rate is \$620 per DEO per annum (assumes a 18% increase with the actual fee set by GSA Council in March). 	<ul style="list-style-type: none"> Projected increase in the 2024-2025 budget. The 2023-2024 budget was \$2,758. The 2022-2023 actual was \$2,627.
U-Pass \$2,700 budget	<ul style="list-style-type: none"> The U-Pass is set at \$180 each term in 2023-2024 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$2,700. The 2022-2023 actual was \$2,340.
Directly Elected Officer Employer Contributions		
Employer CPP Contributions \$10,555 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$10,308. The 2022-2023 actual was \$9,533.

Directly Elected Officers - Other Expenses		
Insurance \$1,437 budget	<ul style="list-style-type: none"> Directors and Officers Liability Insurance paid annually in January. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,406. The 2022-2023 actual was \$197.
Election Expenses \$3,926 budget	<ul style="list-style-type: none"> This is used to cover expenses associated with the GSA General Election that takes place in February/March. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$3,841. The 2022-2023 actual was \$3,355.
Transition/Discover Governance (Early Call) \$5,140 budget	<ul style="list-style-type: none"> Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall and early winter. Transition programming typically occurs in March and April. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$5,140. The 2022-2023 actual was \$0.
Training/Development	<ul style="list-style-type: none"> Expenses for the training and development of the DEOs to promote the effective performance of their duties. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,000.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.20

<p>\$6,000 budget</p>	<ul style="list-style-type: none"> Budget increased in 2023-2024 to meet DEO training needs. 	<ul style="list-style-type: none"> The 2022-2023 actual was: \$1,132.
<p>Directly Elected Officers' Expenses</p> <p>\$3,101 budget</p>	<ul style="list-style-type: none"> Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (e.g., one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$3,034. The 2022-2023 actual was \$901.
<p>GSA Standing Committee Food and Other Expenses</p> <p>\$528 budget</p>	<ul style="list-style-type: none"> Provision of light refreshments, where warranted, at GSA standing committees meetings. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$517. The 2022-2023 actual was \$247.
<p>GSA Council Expenses</p>		
<p>GSA Council Food and Other Expenses</p> <p>\$6,340 budget</p>	<ul style="list-style-type: none"> The estimate is based on 12 meetings per year. Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses. Includes printing of GSA Council placards and celebratory/acknowledgement events. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$6,204. The 2022-2023 actual was \$1,672.
<p>GSA Council Speaker Honorarium</p> <p>\$2,269 budget</p>	<ul style="list-style-type: none"> Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$2,220. The 2022-2023 actual was \$2,035.
<p>Chief Returning Officer (CRO) Honorarium</p> <p>\$1,533 budget</p>	<ul style="list-style-type: none"> The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$1,500.
<p>Other Honoraria</p> <p>\$1,500 budget</p>	<ul style="list-style-type: none"> This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work like that done by the Speaker or CRO (e.g., the Deputy Returning Officer needs to significantly assist the CRO for a significant period). 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$0.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.21

Human Resources		
Support Staff (Represented by NASA)		
Support Staff – Salaries \$243,840 budget	<ul style="list-style-type: none"> There are three full-time support staff positions (Strategic Operations Coordinator, Elections Coordinator and Grants Coordinator). Staff restructuring has resulted in lower support staff costs as one full-time position has been eliminated. Includes contractual cost of living increases and one-time payments (e.g., responsibility pay). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase and staff changes. The 2023-2024 budget was \$313,380. The 2022-2023 actual was \$296,211.
Support Staff – Benefits \$16,892 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$24,710. The 2022-2023 actual was \$23,496.
Support Staff – RRSP \$23,227 budget	<ul style="list-style-type: none"> Support staff receive RRSP payments for contribution to their own plans. Calculated based on 11% of salary. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$33,977. The 2022-2023 actual was \$32,307.
Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program \$1,926 budget	<ul style="list-style-type: none"> The estimated 2024-2025 rate is \$620 per support staff member per annum (assumes a 18% increase with the actual fee set by GSA Council in March). The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$2,295. The 2022-2023 actual was \$1,959.
Support Staff – Employer CPP Contributions \$13,843 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$15,286. The 2022-2023 actual was \$14,167.
Support Staff – Employer EI Contributions \$5,060 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$5,716. The 2022-2023 actual was \$5,385.
Support Staff Development \$6,000 budget	<ul style="list-style-type: none"> The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$1,500.
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> This line is to support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$83.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.22

Administrative/Professional Staff		
Administrative/ Professional Staff -- Salaries \$255,194 budget	<ul style="list-style-type: none"> There are 2 full-time administrative/professional staff (Executive Director and Associate Director) and 2 part-time administrative/professional staff (Financial Manager and Accountant (CPA)). The Executive Director's (ED) salary and other employment related expenses are established in a contractual agreement. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$247,038. The 2022-2023 actual was \$190,002.
Administrative/ Professional Staff -- Merit Pay \$23,990 budget	<ul style="list-style-type: none"> In accordance with the ED's contract, the ED can receive an annual merit payment. Additionally, the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$23,776. The 2022-2023 actual was \$19,601.
Administrative/ Professional Staff -- Benefits \$18,567 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$17,914. The 2022-2023 actual was \$14,239.
Administrative/ Professional Staff -- RRSP \$25,529 budget	<ul style="list-style-type: none"> Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$24,632. The 2022-2023 actual was \$19,520.
Administrative/ Professional Staff -- GSA Health and Dental Plan and Graduate Student Assistance Program \$1,926 budget	<ul style="list-style-type: none"> The estimated 2024-2025 rate is \$620 per administrative/professional staff per annum (assumes a 18% increase with the actual fee set by GSA Council in March). The GSAP is \$21.80 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> Budget increased for 2024-2025. The 2023-2024 budget was \$1,721. The 2022-2023 actual was \$1,469.
Administrative/ Professional Staff -- Employer CPP Contributions \$10,873 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2024. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$10,277. The 2022-2023 actual was \$7,775.
Administrative/ Professional Staff -- Employer EI Contributions \$3,947 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2024. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$3,766. The 2022-2023 actual was \$3,018.
Other HR Expenses		

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.23

Office Recognition \$1,000 budget	<ul style="list-style-type: none"> This pool of money is used for recognition of GSA staff members (e.g., when a staff member leaves or reaches significant benchmarks). 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,000. The 2022-2023 actual was \$601.
Professional Expense Allowance \$6,886 budget	<ul style="list-style-type: none"> Contractual arrangement with the ED. Budget also used for the professional development of administrative/professional staff. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,886. The 2022-2023 actual was \$2,298.
Workers' Compensation \$2,717 budget	<ul style="list-style-type: none"> WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers' Compensation. WCB-Alberta requires an annual return be filed by the last day of February each year. 	<ul style="list-style-type: none"> Per 2023-2024 annual premium summary plus 2.2% CPI increase. The 2023-2024 budget was \$2,659. The 2022-2023 actual was \$3,210.

	Office Administration and Operational Costs	
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GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.24

<p>Capital Items</p> <p>\$8,250 budget</p>	<ul style="list-style-type: none"> This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan. 	<ul style="list-style-type: none"> Budget increased for 2024-2025. The 2023-2024 budget was \$3,000. The 2022-2023 actual was \$2,636.
<p>Information Technology Service Agreement</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA has a service agreement with Information Service Technology to support the GSA's IT and provide troubleshooting services. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$3,150.
<p>Telephone and Cable</p> <p>\$2,900 budget</p>	<ul style="list-style-type: none"> Billed monthly. Budget decreased to reflect actual billings in 2023-2024. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$3,345. The 2022-2023 actual was \$2,822.
<p>Office Supplies and Maintenance</p> <p>\$3,577 budget</p>	<ul style="list-style-type: none"> General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses. 	<ul style="list-style-type: none"> Budget increased for 2023-2024. The 2023-2024 budget was \$3,500. The 2022-2023 actual was \$7,405.
<p>Computer Software</p> <p>\$13,017 budget</p>	<ul style="list-style-type: none"> Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, Sage Simply Accounting and Otter AI. Additional funds budgeted for a website hosting fee. 	<ul style="list-style-type: none"> Budget increased and applied a 2.2% CPI increase. The 2023-2024 budget was \$10,291. The 2022-2023 actual was \$9,360.
<p>Grants Processing Software</p> <p>\$12,000 budget</p>	<ul style="list-style-type: none"> New budget line for grants processing software to be used to streamline the grants process. 	<ul style="list-style-type: none"> New budget line for 2024-2025.
<p>Payroll and Banking Service Charges</p> <p>\$1,991 budget</p>	<ul style="list-style-type: none"> The payroll processing charges to CERIDIAN (payroll service provider). Business banking plan fees and corporate MasterCard annual fees. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,948. The 2022-2023 actual was \$1,548.
<p>Photocopier Lease and Meter</p> <p>\$2,000 budget</p>	<ul style="list-style-type: none"> The GSA leases a photocopier from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly. 	<ul style="list-style-type: none"> Decrease to the 2024-2025 budget per new Xerox agreement. The 2023-2024 budget was \$4,000. The 2022-2023 actual was \$3,516.
<p>General Liability Insurance (Office)</p> <p>\$773 budget</p>	<ul style="list-style-type: none"> General liability insurance to cover property damage, personal injury, tenants' legal liability, etc. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$756. The 2022-2023 actual was \$563.
<p>AMICCUS-C Membership</p> <p>\$800 budget</p>	<ul style="list-style-type: none"> Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers). 	<ul style="list-style-type: none"> Moderate budget increase for 2024-2025. The 2023-2024 budget was \$725. The 2022-2023 actual was \$725.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.26

Professional		
Financial Auditing \$14,564 budget	<ul style="list-style-type: none"> GSA has an annual audit performed by RSM. Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. Slight budget increase for 2024-2025 based on higher actual in 2023-2024. 	<ul style="list-style-type: none"> Budget increase for 2024-2025. The 2023-2024 budget was \$14,250. The 2022-2023 actual was \$13,781.
Consultants \$5,000 budget	<ul style="list-style-type: none"> Consultancy fees should a need arise. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$27,380.
Investment Advisor \$22,000 budget	<ul style="list-style-type: none"> Investment advisor fees for ATB Wealth. These fees are charged at a rate commensurate with the dollar value of our portfolio (which has increased) so an increase has been applied for 2024-2025. 	<ul style="list-style-type: none"> Budget increase for 2024-2025. The 2023-2024 budget was \$21,000. The 2022-2023 actual was \$20,240.
Legal Fees - General \$20,000 budget	<ul style="list-style-type: none"> Legal advice on significant operational issues as needed. If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$20,000. The 2022-2023 actual was \$39,884.
Operating/Contingency Fund		
Operating /Contingency Fund \$15,000 budget	<ul style="list-style-type: none"> A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$15,000. The 2022-2023 actual was \$10,000.

**The Graduate Students' Association of the University of Alberta
2024-2027 Restricted and Other Funding Budget**

6.27

GSA - Restricted and Other Funding - Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Approved Budget	2022-2023 Actual	
Fundraised Activity						
GSA Planner	3,620	3,620	3,620	3,620	3,620	BASED ON TWO CONTRACTUAL AD COMMITMENTS AND NO AD SALES IN 2023-2026
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Recognition Awards	18,000	18,000	18,000	18,000	17,000	PER THE AGREEMENT WITH THE UNIVERSITY FOR THE TOTAL GSSF FOR 2023-2024
GSA Child Care Grants	331,100	331,100	331,100	331,100	380,575	
GSA Emergency Bursaries	378,400	378,400	378,400	378,400	302,432	
GSA Academic Travel Awards	236,500	236,500	236,500	236,500	277,778	
	964,000	964,000	964,000	964,000	977,785	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	16,610	16,776	16,944	16,610	16,255	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	181,049	182,859	184,688	181,049	140,983	BASED ON GRADUATE STUDENT ENROLMENT
GSA Health Plan Fees Collected Per Referendum	2,114,063	2,135,204	2,156,556	1,838,316	1,942,355	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
GSA Dental Plan Fees Collected Per Referendum	1,580,086	1,595,887	1,611,846	1,373,988	1,444,395	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,891,809	3,930,727	3,970,034	3,409,963	3,543,988	
	4,859,429	4,898,347	4,937,654	4,377,583	4,525,393	

The Graduate Students' Association of the University of Alberta

2024-2027 Restricted and Other Funding Budget

6.28

Restricted and Other Funding - Expenses

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Fundraised Activity						
GSA Planner	3,620	3,620	3,620	3,620	3,620	TWO CONTRACTUAL ADS AND NO AD SALES IN 2023-2026
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Graduate Student Recognition Awards	18,000	18,000	18,000	18,000	17,000	PER THE AGREEMENT WITH THE UNIVERSITY FOR THE TOTAL GSSF FOR 2023-2024
GSA Child Care Grants	331,100	331,100	331,100	331,100	380,575	
GSA Emergency Bursaries	378,400	378,400	378,400	378,400	302,432	
GSA Academic Travel Grants	236,500	236,500	236,500	236,500	277,778	
	964,000	964,000	964,000	964,000	977,785	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	16,610	16,776	16,944	16,610	16,255	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	181,049	182,859	184,688	181,049	140,983	BASED ON GRADUATE STUDENT ENROLMENT
GSA Health Plan Revenue	2,114,063	2,135,204	2,156,556	1,838,316	1,942,355	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
GSA Dental Plan Revenue	1,580,086	1,595,887	1,611,846	1,373,988	1,444,395	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,891,809	3,930,727	3,970,034	3,409,963	3,543,988	
	4,859,429	4,898,347	4,937,654	4,377,583	4,525,393	

GSA 2024-2025 Restricted and Other Funding Budget (Narrative)

Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$3,620 budget	<ul style="list-style-type: none"> ● The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs. ● There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. The cost of printing Planners is offset from the “Engagement, Orientation and Outreach” line in the Operating budget. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$3,620. ● The 2022-2023 actual was \$3,620.
	<p>Graduate Student Support Fund (Restricted Revenue) Pending confirmation from the university the funding provided for the Graduate Student Support Fund (GSSF) for 2024-2025 will remain at the level provided in 2023-2024 (total of \$964,000).</p>	
GSA Recognition Awards \$18,000 budget	<ul style="list-style-type: none"> ● Funds provided for various awards presented at the annual GSA Awards Night. ● Revenue is received in the form of GSSF funds. ● Expenses for the GSA Awards Night event itself are processed in March from the Operating budget. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$18,000. ● The 2022-2023 actual was \$17,000.
GSA Child Care Grants \$331,100 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to offset the cost of child care. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$331,100. ● The 2022-2023 actual was \$380,575.
GSA Emergency Bursaries \$378,400 budget	<ul style="list-style-type: none"> ● Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$378,400. ● The 2022-2023 actual was \$302,432.
GSA Academic Travel Grants \$236,500 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to participate in academic activities such as conferences and research trips. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$236,500. ● The 2022-2023 actual was \$277,778.

GSA 2024-2025 Restricted and Other Funding Budget (Narrative)

<p>CJSR Fees</p> <p>\$16,610 budget</p>	<ul style="list-style-type: none"> ● The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$16,610. ● The 2022-2023 actual was \$16,255.
<p>GSAP (Graduate Student Assistance Program)</p> <p>\$181,049 budget</p>	<ul style="list-style-type: none"> ● In February 2021 a referendum was held during the GSA elections to approve continuation of the GSAP at a cost of up to \$21.80 per graduate student. Collection of the new fee began in September 2021. ● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum. ● The University provides a subsidy against the cost of the GSAP until March 2025. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$181,049. ● The 2022-2023 actual was \$140,983.
<p>GSA Health Plan</p> <p>\$2,114,063 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan. ● The 2023-2024 fee is \$344.87 per graduate student per year and is estimated to increase by 15%. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● Increase to budget due to anticipated increase in the Health and Dental Plan premium and fees for 2024-2025. ● The 2023-2024 budget was \$1,838,316. ● The 2022-2023 actual was \$1,942,355.
<p>GSA Dental Plan</p> <p>\$1,580,086 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan. ● The 2023-2024 fee is \$259.31 per graduate student per year and is estimated to increase by 15%. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● Increase to budget due to anticipated increase in the Health and Dental Plan premium and fees for 2024-2025. ● The 2023-2024 budget was \$1,373,988. ● The 2022-2023 actual was \$1,444,395.

The Graduate Students' Association of the University of Alberta
 2024-2027 Labour Union Restricted Fund Budget

DRAFT ONLY-FOR DISCUSSION PURPOSES

GSA Labour Union Fund - Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Approved Budget	2022-2023 Actual	
GSA Labour Union Dues Collected	196,403	196,403	196,403	196,403	57,391	TOTAL AMOUNT ESTIMATED ON DUES AMOUNTS COLLECTED IN 2023-2024
Bank interest	10,000	6,000	6,000	6,000	5,041	
TOTAL	206,403	202,403	202,403	202,403	62,432	

GSA Labour Union Fund - Expenses

GSA Labour Union PSAC Service Agreement	75,000	75,000	75,000	75,000	37,150	YEARLY PSAC CONTRACT
GSA Labour Union Sundry Expenses	5,000	5,000	5,000	5,000	20,241	SUNDRY EXPENSES IN COMPLIANCE WITH RELEVANT LEGISLATION
GSA Directly-Elected Associate Vice-President Labour Stipend, Benefits, and Employer Contributions	39,770	40,565	41,377	38,867	N/A	APPLIED 2.2% CPI INCREASE TO STIPEND
GSA Outreach Coordinator Honorarium	5,000	5,100	5,202	N/A	N/A	APPLIED 2.0% CPI INCREASE TO HONORARIUM FOR YEARS 2026 & 2027
GSA Chief Steward Honorarium	5,000	5,100	5,202	N/A	N/A	APPLIED 2.0% CPI INCREASE TO HONORARIUM FOR YEARS 2026 & 2027
TOTAL	129,770	130,765	131,781	118,867	57,391	
Revenues Exceed Expenditures	76,633	71,638	70,622	77,536	0.00	

Account Name and Budget	Brief Description	Narrative
Labour Union Restricted Fund Revenue		
GSA Labour Union Dues Collected \$196,403 budget	<ul style="list-style-type: none"> Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students. Based on the dues received to date for 2023-2024 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$196,403. The 2022-2023 actual was \$57,391.
Bank interest \$10,000 budget	<ul style="list-style-type: none"> Interest earned on dues held in the Labour Union Dues bank account. 	<ul style="list-style-type: none"> Increase to 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$5,041.
Labour Union Restricted Fund Expenses		
GSA Labour Union PSAC Service Agreement \$75,000 budget	<ul style="list-style-type: none"> In October 2021 the GSA signed a service agreement with the Public Service Alliance of Canada (PSAC). The annual cost of this is \$75,000 per annum, assessed quarterly. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$75,000. The 2022-2023 actual was \$37,150.
GSA Labour Union Sundry Expenses \$5,000 budget	<ul style="list-style-type: none"> In compliance with relevant legislation this budget line covers incidental expenses (such as printing of materials, steward training, etc.). Expenses in the implementation year 2021-2022 were higher than on an ongoing basis due to one-time expenses such as legal fees. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$20,241.
GSA Directly-Elected Associate Vice-President Labour Stipend, Benefits, and Employer Contributions \$39,770 budget	<ul style="list-style-type: none"> Per GSA Council approval of officer portfolio restructuring the GSA Assoc VP Labour stipend and benefits (Health and Dental Plan and U-Pass) and employer CPP contributions are to be paid from the Labour Union Fund revenue. GSA Assoc VP Labour to be elected effective May 1, 2023. 	<ul style="list-style-type: none"> CPI of 2.2% applied to stipend. The 2023-2024 budget was \$38,867.
GSA LRC Outreach Coordinator Honorarium	<ul style="list-style-type: none"> This is a newly formed position for the 2024-2025 year. This is an elected position by the current Labour Relations Committee and will be for a one year tenure. The position is to be elected effective May 1, 2024. 	<ul style="list-style-type: none"> CPI of 2.0% applied to the honorarium for years 2025-2026 and years 2026-2027

The Graduate Students' Association of the University of Alberta 2024-2025 Labour Union Restricted Fund Budget (Narrative) 6.33

\$5,000 budget		
GSA LRC Chief Steward	<ul style="list-style-type: none"> This is a newly formed position for the 2024-2025 year. This is an elected position by the current Labour Relations Committee and will be for a one year tenure. The position is to be elected effective May 1, 2024. 	<ul style="list-style-type: none"> CPI of 2.0% applied to the honorarium for years 2025-2026 and years 2026-2027
\$5,000 budget		



Date: March 7 2024
To: Bishoi Aziz, President and Chair of the GSA Budget and Finance Committee
From: Lewie Moodley Executive Director
Re: 2023-2024 GSA Winter Term Budget and Expenditure Report

Dear Bishoi,

I am pleased to report we are **on track overall for the 2023-2024 fiscal year** and we have projected a **positive surplus balance** at the end of the 2023-2024 fiscal year (and one that, as per our ongoing work to ensure revenue is aligned with expenses, now that our Financial Stabilization Fund has grown to an adequate level, better reflects our status as a non-profit organization).

GSA Fees Revenue

As a fee-based organization, graduate student enrolment levels are the key drivers of our budget and, as has been the case in previous years, the Financial Team will prepare a Winter Term financial report for the GSA Budget and Finance Committee, the GSA Board, and GSA Council which will note the increases or decreases in enrolment and the effect of such on our budget. As you will recall, the 2023-2024 budget was developed from a conservative standpoint that assumed a modest growth in enrollment, although actual numbers will likely be higher.

Expenses

We are also forecasting three other positive variances in budget lines: higher than projected revenues associated with the GSA's interest revenue, savings in the HR budget line, and savings in the operating/contingency fund line. Further details are included in the attached materials. We have also experienced ebbs and flows in our staffing at the GSA, thus affecting our monthly salary spending.

In closing, while we are almost at the end of our fiscal year and the financial team will closely monitor the situation, we are on track. My thanks to the other members of the GSA's financial team (CPA Seidy Louangxay, Financial Manager Dorte Sheikh) for their work thus far in the 2023-2024 fiscal year and I will be happy to answer any questions when we meet on March 18 2024.

Lewie Moodley
cc: GSA BFC members

Outline of Issue

GSA 2023-2024 Winter Term Budget and Expenditure Report

Suggested Motion:

That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2023-2024 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 4th budget and expenditure report on the GSA's 2023-2024 fiscal year.

More information can be found in the attached cover letter, which will be redrafted for GSA Council to be from the President.

Following receipt for information and forwarding by the GSA Board by the GSA Budget and Finance Committee, the GSA Board will receive for information and forward to GSA Council the GSA 2023-2024 Winter Term Budget and Expenditure Report (to receive for information). The GSA Board meeting will be held in person on **February 7 from 10 am to 12 pm** and the GSA Council meeting will be held beginning at 6 pm on **March 18 2024**. GSA BFC members are invited to attend both meetings and advise the Executive Director if they plan to do so in order for meeting information to be shared.

Jurisdiction:

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

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

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

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

The Graduate Students' Association of the University of Alberta

2023-2024 GSA Restricted and Other Funding

Budget and Expenditure Report

Winter Term Update, April to December 2023 actuals and January 2024 to March 2024 forecast

	CURRENT YEAR April 1, 2023 to March 31, 2024						PRIOR YEAR Comparative		
	2023-2024 Approved Budget	Actual Apr 2023 to Dec 2023	Forecast Jan 2024 to Mar 2024	Total	Variance	Ref #	% Variance	Actual Apr 2022 to Dec 2022	Total Actual 2022-2023 Apr 2022 to Mar 2023
Fundraised Activity									
GSA Planner	3,620	5,110	-	5,110	1,490		41%	5,110	3,620
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)									
GSA Recognition Awards	18,000	-	18,000	18,000	-		0%	-	-
GSA Child Care Grants	331,100	359,000	27,900	331,100	-		0%	327,000	380,575
GSA Emergency Bursaries	141,900	62,581	79,319	141,900	-		0%	-	289,304
GSA Academic Travel Grants	473,000	327,199	145,801	473,000	-		0%	241,856	277,778
	964,000	748,780	215,220	964,000	-		0%	568,856	947,657
Other Restricted Funding									
CJSR Fees Collected - \$1.00 per student goes to the radio station's operations	16,610	-	16,610	16,610	-		0%	6,384	16,255
GSAP (Graduate Student Assistance Program) Fees Collected	181,049	91,968	89,081	181,049	-		0%	89,043	140,983
Health Plan Revenue	1,838,316	-	1,838,316	1,838,316	-		0%	1,051,877	646,379
Dental Plan Revenue	1,373,988	-	1,373,988	1,373,988	-		0%	789,698	469,711
	3,409,963	91,968	3,317,995	3,409,963	-		0%	1,937,002	1,273,328
BALANCE	4,377,583	845,858	3,533,215	4,379,073	1,490		0%	2,510,968	2,224,605

0% means no variance at this point, budget is on target.
For further reference see the attached narrative.

The Graduate Students' Association of the University of Alberta

2023-2024 GSA Labour Union Fund Dues

Budget and Expenditure Report

Winter Term Update, April to December 2023 actuals and January 2024 to March 2024 forecast

	CURRENT YEAR April 1, 2023 to March 31, 2024				PRIOR YEAR Comparative				
	2022-2023 Approved Budget	Actual Apr 2023 to Dec 2023	Forecast Jan 2024 to Mar 2024	Total	Variance	Ref #	% Variance	Actual Apr 2022 to Dec 2022	Total Actual 2022-2023 Apr 2022 to Mar 2023
REVENUE									
GSA Labour Union Fund Dues	196,403	105,060	91,343	196,403	0		0%	99,449	62,785
Bank interest	6,000	10,413	3,300	13,713	7,713		129%	2786	5,041
Total	202,403	115,474	94,643	210,116	7,713		104%	102,235	67,826
EXPENSES									
GSA Labour Union PSAC Service Agreement	75,000	45,331	29,670	75,000	0		0%	45,797	48,459
GSA Labour Union Sundry Expenses	5,000	411	4,589	5,000	0		0%	0	-
GSA Directly-Elected Associate VP Labour Stipend, Benefits, and Employer Contributions	38,867	24,844	9,135	33,979	4,888		13%	N/A	N/A
Total	118,867	70,585	43,394	113,979	4,888		4%	45,797	48,459
BALANCE	83,536	44,888	51,249	96,137	12,601		15%	56,438	19,367

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).

2023-2024 GSA Operating Budget (including Capital Budget)

Budget and Expenditure Report

Winter Term Update, April to December 2023 actuals and January 2024 to March 2024 forecast

	CURRENT YEAR April 1, 2023 to March 31, 2024				PRIOR YEAR Comparative				
	2023-2024	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual 2022-2023
	Approved Budget	Apr 2023 to Dec 2023	Jan 2024 to Mar 2024					Apr 2022 to Dec 2022	Apr 2022 to Mar 2023
REVENUE									
GSA Fees Revenue	1,232,821	573,757	659,064	1,232,821	-		0%	957,924	1,217,686
Interest Income	50,000	129,024	57,000	186,024	136,024	1	272%	62,595	105,200
External Committed Funding	26,880	9,190	19,690	28,880	2,000		7%	4,190	33,712
Revenue from Commercial Activities	40,162	5,793	20,076	25,869	(14,293)	2	-36%	13,060	20,104
Other Revenue	1,300	-	1,300	1,300	-		0%	-	-
Total Revenue	1,351,163	717,764	757,130	1,474,894	123,731		9%	1,037,769	1,376,702
EXPENSES									
Advocacy	58,124	4,508	44,315	48,823	9,301	3	16%	15,005	48,069
Services	155,150	92,519	45,090	137,609	17,541	4	11%	86,525	116,401
Governance	235,180	162,758	67,967	230,725	4,455		2%	152,179	207,024
Human Resources	742,533	502,072	206,788	708,860	33,673	5	5%	498,011	634,071
Office Administration and Operational Costs	33,565	15,188	12,417	27,605	5,960	6	18%	21,409	31,725
Professional	60,250	32,090	29,339	61,429	(1,179)		-2%	59,983	101,285
Operating/Contingency Fund	15,000	-	3,000	3,000	12,000	7	80%	10,000	10,000
Total Expenses	1,299,802	809,135	408,915	1,218,051	81,751		6%	843,112	1,148,575
BALANCE	51,361	(91,371)	348,215	256,844	205,483		400%	194,657	228,127

Explanatory notes:

Variance formula: for Revenue the variance is the total for the 2023-2024 year subtracted by the approved budget amount.
for Expenses the variance is the approved budget amount subtracted by the total for the 2023-2024 year.
Projected surplus funds will be applied to the Financial Stabilization Fund.

Variance column references:

1. Projected surplus in Interest Income since interest rates have increased since the budget was developed and approved.
2. Projected shortfall in revenue from the Chopped Leaf venue in the PAW centre due to lower than average summer revenue.
3. Projected savings in Advocacy due to lower than projected business travel expenses.
4. Projected savings in Services due to underspending in council remuneration and engagement, orientation and outreach expenses.
5. Projected savings in Human Resources due to surplusing of budgeted funds for staff salaries due to a staff vacancy.
6. Projected savings in Office Administration and Operational Costs due to a new, cheaper photocopier contract.
7. Projected use of fund to provide indigenous honorariums for consultations and events.

For further reference, see the attached narrative.

President
Report to GSA Council for the 18th March 2024 Meeting

To: GSA Council
From: Bishoi Aziz
Date: 15th March

Dear Council Colleagues,

It is always nice to write to you about my activities to advance grad students' interests. I can't imagine that I have only one report left in my term to write to all of you. You will find in the following line a summary of my main activities over the last month.

Provincial government budget 2024 student leaders' town hall

- Last month, I had the chance to attend the town hall held by the Honorable Rajan Sawhney, Minister of Advanced Education of Alberta, and her team. The town hall brought all the student leaders of the province to discuss with them the new year's budget.
- Unfortunately, we did not see any more funding coming to the university. While it is good that there are no more cuts, not increasing the government grant to UofA fails to adjust for inflation leaving the cost going back to the students' tuition revenue to supplement. There is more funding going to trades education, and to expand healthcare training. The new budget also commits to better mental health support including increasing mental health providers for students. Speaking about deconsolidation, the government decided to pause the initiative due to policy concerns over it, but they allowed a one-time access to 15% of the carry forward funding.

New tuition proposal

- The new tuition proposal was brought to both GFC APC and the BoG BFPC for recommendation to the board. Me and the different student leaders acknowledged the financial precarity the university is going through due to failure of the provincial government to provide a proper funding to the university, but we highly expressed how unsustainable the current model of depending heavily on tuition revenue to supplement that gap is. We also thanked the university for realizing the needs of international students by increasing the need-based total funding. Student leaders voted against another increase for the tuition; however, the proposal passed and it will come for the BoG this week for approval.

Starting the fun activity volunteer team

- This week, we are having our first meeting with the fun activities volunteer team. The aim will be to discuss how we can expand our fun activities we offer for graduate students to attend to the social and mental health needs of the students. We will discuss what resources are available on campus that students are not aware of and how we can leverage that for the students wellness.

New GSA President on boarding

- It is really exciting to have our new GSA President, Haseeb Arshad. I started on boarding the new president by having frequent one-on-one meetings and by him shadowing me through the different meetings. This will give us enough time for a proper full hand over to ensure the continuity of the GSA work

Please find below a list of meetings I attended between 29th February 2024 to 15th March 2024 (not inclusive of weekly GSA Board and management meetings). The meetings were accurate at the time of printing.

29 Feb	Consultation on MBA Tuition Increase
29 Feb	Budget 2024 - Student Leaders Meeting
4 Mar	Ben & Tiffany & Bishoi open biweekly meeting
6 Mar	GFC Academic Planning Committee (APC)
7 Mar	BoG Finance and Property Committee
7 Mar	UofA Board Finance and Property Committee
8 Mar	UofA Board Learning, Research and Student Experience Committee
11 Mar	zoom: IPR/GSA/IGSA Bi-Monthly meetings
12 Mar	Tracy with the GSA President & VP Academic
13 Mar	FGSR Council
15 Mar	Meeting with A Sharman, VP Facilities and Ops
15 Mar	Student Journey Mapping Discussion with F Kayode
15 Mar	2024 GSA Awards Night

**2023-2024 Vice-President Academic
Report to GSA Council for 18 March 2024**

To: GSA Council
From: Rija Kamran
Date: 14th March 2024

Dear Council Colleagues,

I hope you are doing well and enjoying the weather as it starts to warm up. I have shared some highlights from the work I have been involved in since the last council meeting.

26 February 2024- Graduate Program Support Team (GPST)

I attended the Graduate Program Support Team meeting. Some key discussion items included minor program changes going forward to the GFC Programs Committee for approval. These included minor program changes in SPH, rehabilitation medicine and engineering. Other program changes discussed at the committee included changes in admission deadline and ELP change in Computing Science, comprehensive and candidacy exam changes in Native Studies, MHSE load change in Education and proposed name change and load change in for MSc in Integrated Petroleum Geosciences.

27 February 2024, - LMS of the Future Advisory Committee Meeting

University of Alberta has selected Canvas by Instructure as the partner for LMS of future projects. Canvas customer success team will be supporting the University of Alberta through the transition with training, support, partnerships, and products. The committee is finalizing the plan for implementation through March and April. There will be opportunities for hands-on experience with the new LMS during the Festival of Teaching and Learning schedule for May 2024.

29 February 2024, - Consultation on MBA Tuition Increase

I participated in the initial consultation on MBA tuition increase proposed for incoming international MBA students. While the numbers proposed for the increase remain confidential, the proposal is for an exceptional tuition increase. The rationale for this increase is described as the need to remain competitive, improve student experience and provide further professional development opportunities. The consultation is continuing with the MBA Association and through a Town Hall. I will bring more information on this front once it becomes available to share.

5 March 2024- CLE/COSA Student Leaders

Earlier this year, due to the limited number of days available to conduct final exams, a proposal was brought forward from the registrar's office. This change proposed having three exam times in a day, morning, afternoon, and evening. There wasn't however a discussion or plan proposed for the cases where a conflict would arise in terms of exam scheduling. The recently proposed plan to deal with potential conflicts only touches on one potential case i.e. student having 3 exams in 3 consecutive time slots, and the potential remedy is to reschedule the exam in the middle. This meeting was held between the graduate members of CLE and COSA, with the GSA VP Academic and UASU VP Academic to bring forward some additional recommendations that we would like to propose for dealing with potential conflicts and solutions.

12 March 2024- Tracy, GSA President, VP Academic

I met Dr. T Ravio, Dean and Vice-Provost of FGPS. We continued our discussion on the implementation plan for the Minimum Guaranteed Funding project. Dr. Ravio is continuing the consultation with the University Community. This proposal is coming to the GPS Council for a vote in April. I would like to encourage all graduate student members of the GPS council to make the meeting, so we get to vote for this very important proposal. Another opportunity for consultation ahead to the final vote is, in the form of a Consultation Round Table on March 19th from 8-9.30 am.

Thank you for your engagement. Please feel free to reach out to me at gsavpaca@ualberta.ca if you have any questions, concerns, or suggestions.

Thank you.

Rija Kamran, Vice-President Academic 2023-24

2023-2024 GSA VP Academic's Meetings Attended (Rija)

Please find below a list of meetings I attended between 27 February 2024 to 17 March 2024 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

26 Feb	Graduate Program Support Team (GPST)
26 Feb	General Faculties Council (GFC)
27 Feb	LMS of the Future Advisory Committee Meeting
28 Feb	GFC Nominating Committee
29 Feb	Consultation on MBA Tuition Increase
1 Mar	GSA DEO Workshop Meeting
4 Mar	GFC EXEC Governance and Procedural Oversight
5 Mar	CLE/COSA Student Leaders
5 Mar	IEGP: Areas of Focus Group on Graduate Programs
11 Mar	GFC Executive Committee
12 Mar	Tracy, GSA President, VP Academic
12 Mar	LMS of the Future Advisory Committee Meeting
13 Mar	GPS Council
14 Mar	GFC Programs Committee Meeting
14 Mar	GFC Caucus Meeting
15 Mar	In person: University Research and Innovation Advisory Committee
15 Mar	2024 GSA Awards Night

**2024-2025 Vice-President External
Report to GSA Council for the 14 March 2024 Meeting**

To: GSA Council
From: Hamid Hassani
Date: March 14, 2024

Dear Council Members,

As the Vice President External of the GSA, I am pleased to reach out with a report filled with positive updates and exciting developments from our recent endeavors.

Budget 2024 - Student Leaders Meeting (29 Feb):

The Government of Alberta's Budget 2024, presented at the Student Leaders Meeting, outlines a responsible and forward-looking plan to support the creation of new jobs, planning, and saving, all while maintaining the Alberta advantage. The budget focuses on investment attraction and addresses labor demands, aiming to create jobs and foster a positive momentum in alignment with the Alberta 2030 strategy. The budget emphasizes stepping onto the world stage with significant investments in advanced education, showcasing a \$7 billion expenditure with a \$500 million increase for the Post-Secondary Institutions (PSI) Funding Capital. In response to short-term inflation pressures, 50% of reserved funding has been earmarked, with PSI set to receive \$43 million of this allocation. Further details revealed a \$1.4 billion allocation for student aid, benefiting 119,000 students and including \$100 million for scholarships. Community funding will see an increase of \$7.7 million, while \$24 million is dedicated to training and \$30 million to high-priority, world-class initiatives. Addressing the healthcare sector, the budget plans to continue supporting medical schools with a \$55.5 million investment over three years and allocates \$10 million towards increasing the number of healthcare professionals. Additionally, mental health on campuses is a key focus, with an \$10 million annual investment under the guidance of the Minister of Mental Health. A significant \$117 million is allocated to foster a modern, creative learning environment, including \$300 million for capital projects. These efforts aim to manage student affordability, particularly for vulnerable groups, through capital investment and direct funding. The 2024 Capital Plan further details \$361 million over three years for infrastructure projects at several postsecondary institutions, including MacEwan University, Olds College of Agriculture and Technology, the University of Calgary, the Northern Alberta Institute of Technology, the University of Lethbridge, and Red Deer Polytechnic. This comprehensive budget demonstrates the Alberta government's commitment to enhancing postsecondary education, healthcare training, and mental health support, thereby ensuring a bright and sustainable future for students and the wider community. Here is more information about budget 2024:

Health Care

- **\$475 million** to modernize Alberta's primary health care system:
- **\$200 million** over two years to improve access to family physicians.
- **\$10 million** for Indigenous communities' primary health care initiatives.
- **\$15 million** to develop compensation models for nurse practitioners.
- **\$6.6 billion** for physician compensation and development, up from **\$6.1 billion** in Budget 2023.
- **\$1 billion** over three years for the continuing care system transformation.
- **\$287 million** over four years for new mental health and addiction facilities.
- **\$62.4 million** over three years for rural health professional training centres.
- **\$20 million** over three years for planning the stand-alone Stollery Children's Hospital.
- **\$35 million** in capital funding for emergency services vehicles and equipment.
- **\$10 million** over three years for additional mental health professional spaces.

Education

- **\$1.9 billion** in capital funding over three years for new and modernized school projects.
- **\$681 million** in new funding for 43 priority projects.
- **\$842 million** in new operating funding over three years for enrollment growth.

- Over **\$1.5 billion** in operating expense funding for educational learning supports.
- **\$26 million** over three years in additional funding for Program Unit Funding (PUF).
- **\$103 million** in capital funding over three years for modular classroom spaces.
- Specific capital funding allocations for post-secondary institutions including the University of Calgary, Olds College, NAIT, and Red Deer Polytechnic.

Affordability

- **\$717 million** in capital grants for affordable housing.
- **\$355 million** for the Alberta Child and Family Benefit.
- **\$980 million** in savings for Albertans due to personal income tax indexation.
- Introduction of a new personal income tax bracket for the first **\$60,000** of income.
- **25% discount** for seniors on personal registry services and medical driving tests.
- **\$38 million** increase to operational funding for housing and rental assistance programs.
- **\$22 million** increase in operating expense over three years to index caregiver rates.

ISDAC - Education Sub Committee (4 March)

The Education Sub Committee of ISDAC convened on Monday, March 4, to discuss ongoing initiatives and review progress since the last meeting. Sandra introduced a new template and format for enhancing the documentation process. The committee is expected to review, refine, and share feedback on this template by Wednesday of the April 4 week, with specific attention to the opening paragraph's effectiveness. A major focus of the meeting was the priority to create a welcoming and inclusive campus community. The Student Experience Action Plan (SEAP) outlines strategies for building a student-centered community that prioritizes student success and fosters connections, relationships, and a sense of belonging. Notably, international students value support for academic success and exposure to Indigenous cultures more than domestic students, which underscores the importance of inclusive education practices. However, there's been a slight decline in the international student net promoter score, highlighting areas for improvement in student satisfaction and recommendation rates. The committee reviewed updates to the template focusing on embedding inclusive teaching practices and celebrating teaching award recipients who excel in these areas. Another critical initiative is fostering students' global learning through impactful on- and off-campus opportunities. Despite a variety of tools used by professors to internationalize the curriculum, participation in education abroad programs has not fully recovered from pre-pandemic levels. The committee emphasized the need to increase student participation in global learning and learning abroad, set new targets for course internationalization, and enhance support and resources for faculty to facilitate these goals.

Student Housing Stability Working Group (11 March)

On March 11, the Student Housing Stability Working Group convened to discuss the Safe House program and other initiatives aimed at providing emergency and short-term housing solutions for students facing housing instability. Clint Galloway and Alison Exner led the discussion, highlighting the recent success in securing substantial funding for the Safe House program, which operates on campus and provides immediate housing assistance to students in need.

The Safe House program, in partnership with residence services, offers short-term housing ranging from one night up to two weeks. For cases where the Safe House capacity is reached or it is not viable to accommodate a student, the program has the flexibility to place students in hotels at no cost to the student. This initiative is supported by a dedicated budget that also covers additional support such as food and gift cards, ensuring the students have everything they need during their stay. The accommodations are fully furnished, providing a safe and comfortable environment for those in crisis.

This program primarily serves as an emergency option for students experiencing domestic violence, but it is available to both undergraduate and graduate students, including those who have recently graduated. The group

emphasized that there is no limit to the number of students the program can assist thanks to the hotel booking option, reinforcing their commitment to never turning away a student in need.

In addition to the Safe House program, the group discussed a novel initiative aimed at matching students in need of housing with seniors who have available space. This program seeks to foster intergenerational connections and provide stable housing solutions. Further information and support for this initiative can be found through HelpAge Canada.

Alumni Careers Meeting #6 (13 March)

In our recent Alumni Council meeting on March 13, we delved into substantial updates and stimulating discussions. Jenn initiated the session with insights on the aftermath of the "Life After University" event, the progression of the mentorship program, and the current state of Professional Development (PD) grants. The event highlighted panels on varied career paths post-graduation, such as entrepreneurship and ways to stay engaged with the alumni association, shedding light on life beyond traditional roles. The mentorship program has seen remarkable progress, forming 20 new matches that underscore the importance of mentorship in professional development. Jenn also discussed the PD grants, emphasizing the decision to continue funding for native study initiatives and the introduction of a project management course in response to alumni interest. Pegah led a substantial 40-minute segment focused on preparing the final report, allocating 20 minutes to each pivotal question. The conversation centered on the committee's future direction, exploring methods to enhance its impact and restructure its activities in light of recent developments. Moreover, the discussion extended to broader insights from this year's council activities and committee work, considering new trends in alumni engagement, particularly in Career Development. Looking back, the Alumni Council meeting on March 13 set the stage for another gathering on March 27, alongside an event with ASET featuring diverse panels on leadership, EDI, and intersections between medicine and bioscience. This assembly also covered entrepreneurship, the significance of maintaining connections with the alumni association, and a special CSJ Session in French, appealing to a broad array of interests and professional paths beyond teaching. The feedback loop was completed on March 27 with the final adjudication of PD grants, marking a significant step in our commitment to fostering professional growth and education among our alumni.

Please find below a list of meetings I attended between 27 February 2024 to 17 March 2024 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

29 Feb	Budget 2024 - Student Leaders Meeting
4 Mar	ISDAC - Education Sub Committee
11 Mar	Student Housing Stability Working Group- virtual
13 Mar	Alumni Careers Meeting #6

**2023-2024 Associate Vice-President Labour
Report to GSA Council for Mar 2024**

To: GSA Council
From: Muneeb Masood Raja
Date: 13 Mar 2024

Dear Council Colleagues,

I hope you are all doing well. I have attended several meetings between 29 Feb 2024 and 18 Mar 2024 which are listed in the table at the end. Here are the details of the meetings:

GSA DEO Workshop Meeting:

The meeting, attended by several GSA DEOs, focused on enhancing the effectiveness of the transition for incoming DEOs. We discussed essential training for the new DEOs in their respective portfolios, initiatives to continue, accomplishments from the past year, and the overall direction of each portfolio. Ensuring a smooth transition can significantly reduce the time new DEOs spend familiarizing themselves with their roles, enabling them to better serve the graduate community at UofA.

Meeting with PSAC representative:

During the meeting, I and Nina, a representative of PSAC, discussed plans for an upcoming education panel, strategies to mobilize the union, organizing a lunch for union stewards, and other related topics. We agreed to hold monthly meetings to stay updated on progress and determine if there is any assistance needed from PSAC.

UofA GSA Labour Check-In's:

I have weekly meetings with Keira Gunn from PSAC, during which we collaborate on planning various events and training. Our upcoming initiatives include an education session scheduled for March 21st and an interactive breakfast with union members on March 22nd.

Prairies Education Panel Discussion:

A comprehensive plan has been outlined for a two-day meeting scheduled to take place at the PSAC Calgary Regional Office, aimed at determining the education needs of the academic section in the Prairie region. The agenda includes a series of sessions covering various aspects such as updates on recent developments in the academic sector across Canada, sharing of best practices among university members, discussions on current successes and challenges including membership engagement and collective bargaining, and insights from guest speakers representing universities from Ontario and the Atlantic region. Additionally, there will be a focus on the importance and objectives of labor education, setting goals for the upcoming year, and exploring the role of union education in achieving these goals. On both days, participants will engage in collaborative discussions to clarify plans and education goals for the 2024/25 academic year, emphasizing the importance of encouraging membership participation in union education initiatives. Furthermore, there will be an opportunity for each university local to deliberate on their educational objectives beforehand, facilitating more focused and productive discussions during the meeting. Through this structured approach, the meeting aims to address key educational needs and foster a collaborative environment conducive to achieving collective goals across the Prairie universities.

The bargaining survey has received a decent response rate thus far, and it is set to close on March 17th. Following this, the negotiating team will establish a mandate, subject to ratification by union members, and subsequently draft our initial proposal before bargaining commences. Our preparations for the upcoming bargaining are proceeding smoothly, and we anticipate having everything in place before bargaining begins.

I would really appreciate any feedback from the respected council members related to any labour related matters.

Thank you,
Muneeb Masood Raja, Associate Vice-President Labour 2023-2024

Please find below a list of meetings I attended between 29 Feb and 18 Mar 2024 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

1 Mar	UofA GSA Labour Check-In
1 Mar	GSA DEO Workshop Meeting
4 Mar	Meeting with a student (Confidential)
5 Mar	Labour Townhall
7 Mar	Meeting with PSAC representative
8 Mar	UofA GSA Labour Check-In
14 Mar	Labour outreach
15 Mar	UofA GSA Labour Check-In
15 Mar	GSA Awards Night
18-19 Mar	Prairies Education Panel Discussion

**2023-2024 Vice-President Student Services
Report to GSA Council for 18 March 2024**

To: GSA Council
From: Muhammad Haseeb Arshad
Date: 13 March 2024

Dear Council Members,

I hope this report finds you with the best of health. For my meetings from 22nd of February to 13th of March, I will use the following space to summarize some of the important ones.

- **Students Who Parent Working Group Conversation Summary (February 27th)**

The Students Who Parent Working Group convened on February 27th for a brief yet productive meeting. Clint provided the group with updates on the progress made by the graduate intern concerning policy development. Notably, the initial draft of the campus-wide survey has been submitted for review to the Dean of Students. It was agreed that the survey will be distributed to all students in early spring to gather comprehensive feedback.

During the meeting, I advocated for the creation of more family-friendly spaces on campus. I also urged the committee members to advocate on behalf of students for the possibility of subsidized daycare services.
- **DOA Committee Meeting Summary (February 28th)**

The DOA Committee meeting convened on February 28th, covered various agenda items. Year review planning took precedence, with plans set for a student survey in early April, followed by a mid-April review and a subsequent review meeting scheduled for April 24th. Heather emphasized the importance of new SU & GSA executives to participate in the April 24th meeting for a smooth transition.

Regarding DOA's interns' recruitment, Heather updated the group on the process, noting the reception of 48 applications for new DOA interns. Group interview selections will start from March 4th, with subsequent rounds of interviews scheduled for March 25th and 26th. Individual interviews with Heather are planned for the first week of April, leading to interns starting work from May 13th.

Updates on upcoming events including World Social Justice Day and the International Day of Happiness were also discussed. Notably, plans for a happiness award were announced, allowing students to nominate individuals who have significantly contributed to their happiness. The nomination process can be accessed through the DOA website and is included in our next newsletter.

Lastly, ASSETS and Unitea informed the committee about forthcoming calls for volunteers. Those interested in volunteering for these bodies are advised to stay updated through the student digest newsletter for nomination forms.
- **CFB March Board Meeting Summary (March 4th)**

During the March 4th CFB Board Meeting, Erin provided updates on significant developments within the CFB. Notably, she announced the successful acquisition of a grant from Community Food Centre Canada for emergency food purchasing. However, concerns were raised regarding the inconsistent availability of supplies at the Rutherford pantry in February, prompting Erin to create a new community-driven promotional strategy to increase awareness among UofA staff about donating food for the pantry.

In addition, Erin highlighted the potential revenue of approximately \$70K from the GSA referendum in 2024-25 and emphasized advocating for more storage space for food storage. I have relayed Erin's concern to Kevin to explore solutions in terms of storage space.

Furthermore, she talked about CFB's collaboration with Prairie Urban Farm, focusing on formalizing donation processes and exploring opportunities for acquiring significant gardening space. CFB is also exploring collaboration with various Edmonton food organizations to apply for a Community Wellbeing Grant from the City.

Lastly, Priya, the summer intern, and Erin have started formal meetings with a national group of food banks to initiate the Canadian Campus Food Security Network. Additionally, a survey will be conducted in collaboration with different schools concurrently in March/April.

I personally believe that GSA should join hands with CFB in the #FeedtheFuture postcard campaign which is scheduled to start in Fall 2024 to advocate for federal government action on food insecurity. This could be an exciting project for the next VP Student Services to get involved in and further the discussion on this matter by helping with the scheduling between Erin and relevant stakeholders.

- **GSA & DoS Monthly Meeting Summary (March 4th)**

On March 4th, I met with the Dean of Students (DoS), Ravina, to discuss several topics. The meeting commenced with a discussion on the status of the Sexual Assault Centre, highlighting the need to address reduced operating hours and the urgency of filling the leadership position. I also discussed the effective dissemination of information regarding academic accommodations for students in crisis among the general student population.

Ravina talked about the new initiative from the Dean of Students' office to sponsor religious events by covering a portion of the space booking fees. Additionally, I brought up the idea of potential expansion of multi-faith prayer spaces on campus, reflecting a commitment to inclusivity and diversity.

Lastly, we talked about the possible membership for the working group dedicated to the Graduate Peer Support Program, signifying collaborative efforts to enhance student support services.

- **Meeting Summary with E. O'Neil, CFB ED (March 5th)**

I requested this one-on-one meeting with Erin, the CFB Executive Director, to understand the role of new sub-committees approved by the CFB board, tasked with updating CFB's policies to align with Canadian food bank excellence standards. We also explored the potential for collaboration between the GSA and CFB in the #FoodforFuture campaign aimed at addressing food insecurity. Lastly, we touched on the pressing issue of storage space at CFB and discussed ways in which advocacy efforts could assist in resolving this matter.

- **Student Group Mental Health Network Meeting Summary (March 11th)**

The final meeting of the Student Group Mental Health Network for the 2023-2024 year took place on March 11th, focusing on key discussions and plans for the upcoming period.

Membership for the upcoming year was a central topic, with uncertainty prevailing due to the ongoing election season. Many groups expressed hesitancy regarding their future involvement, reflecting the transitional nature of the organization during this time.

An educational session on "Glimmers & Sustaining Balance" provided valuable insights and tools for managing mental health effectively.

The meeting concluded with an informal discussion on strategies for managing mental health advocacy during the summer and spring semesters. Collaborative efforts and the use of moderated social media platforms were emphasized as effective means to sustain advocacy efforts and support networks during this period of transition.

- **Meeting Summary with Kevin Friese (March 12th)**

My monthly meeting with Kevin was held on March 12th to discuss updates regarding the SAC (Sexual Assault Centre) and other pertinent matters.

Kevin highlighted plans to expand drop-in services at SAC by adding additional temporary social workers, who will work 4-5 days a week. The director role at SAC has been renamed as Assistant Dean of Health Promotion and Education of Wellness Support. Efforts are underway to hire for this position by the end of April.

Discussion also revolved around policy work concerning students who are parents on campus. It was noted that a spring survey is being drafted to gather student perspectives on this matter. Additionally, the possibility of subsidized daycare on campus was brought up by me, with Kevin noting that preliminary work is already in progress. The Dean of Students has plans to address this initiative in future years.

Furthermore, conversation touched upon the Graduate Peer Support Program, which aligns well with the Peer Support Canada program. I will look forward to scheduling a meeting with Peer Support Canada to explore collaboration and gain insights for developing the program framework.

These were the highlights of the meetings that I have attended up until the submission of this report. I look forward to working with all the members of the GSA Council. Please feel free to reach out to me at gsavpsse@ualberta.ca if you have any concerns or would like to discuss any matters with me.

Thank you,

Muhammad Haseeb Arshad,

Vice-President Student Services 2023-2024

Please find below a list of meetings I attended between 22 February to 13 March 2024 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

27 Feb	Students Who Parent Working Group Conversation
28 Feb	DOA Committee
4 Mar	CFB March Board Meeting
4 Mar	GSA & DoS - Monthly
5 Mar	Meeting with E O'Neil, CFB ED
8 Mar	Meeting with D Clark re: Loneliness Campaign
11 Mar	Student Group Mental Health Network Meeting
12 Mar	Meeting with K Friese
15 Mar	Student Journey Mapping Discussion with F Kayode
15 Mar	2024 GSA Awards Night

**2023-2024 Vice-President Student Life
Report to GSA Council for the 18 March 2024 Meeting**

To: GSA Council
From: Tiffany Kung
Date: March 13 2024

Dear Council Colleagues,

Hello, and I hope everyone had a lovely March! Most of my time has been spent working on the upcoming VPIR position within and outside of meetings. My meetings for the past month are listed below.

EDI Plan Steering Committee Monthly Meeting (Feb 23)

The group met to discuss workshops/brainstorming sessions/working sessions around different topics (inclusive classroom teaching & racism, accommodations & accessibility, reimagining an inclusive space (infrastructure), language hierarchy OR equity in leadership, and EDI in research). The working sessions are planned to be held throughout March.

Vice President Indigenous Relations work (Feb-Mar)

I have continued working on the upcoming VPIR role in collaboration with my co-lead, Benjamin Kucher, co-President of the IGSA, which has included the following meetings this month:

- Biweekly meeting with Benjamin Kucher (IGSA President) RE: VPIR position (Feb 26)
- Biweekly meeting with Benjamin Kucher (IGSA President) RE: VPIR position (March 4)
- IGSA Biweekly meeting (March 8)
- Biweekly meeting with Benjamin Kucher (IGSA President) RE: VPIR position (March 11)
- VPIR Town Hall (March 12)

Consultations have wrapped up with relevant groups, including the ILSA, ISU, IGSA, FoA Indigenous Council, Vice Provost IPR, Vice Provost EDI, FPH, and more. A policy draft has been written and is being reviewed and finished. As the creation of the position has already been approved by the Board, all that remains is for the final policy draft to be presented at Board on April 3 and 17 (tentatively), after which it will be up for election in the 2025-2026 election year. An open town hall will be held on **March 26, 2-5pm in Triffo Hall 1-16 and via Zoom**. Please share the town hall and attend if you're able; email me (gsavpsi@ualberta.ca) for the Zoom link or details as needed.

Engaging, Accessible, and Justice-Oriented Approaches to Building Community (Feb 28)

Mandy Penney with the Centre for Teaching and Learning gave a fantastic and interactive presentation at this Reading and Discussion Group on Inclusive Research session. The group met to discuss how to build care-full spaces within classrooms, which included an enriching discussion.

Dean's Advisory Council (Feb 28)

The group met to discuss updates to Clockwork, the disability software, as well as problems with it and other accommodations. The DoS is working with the Council on Systemic Ableism to fix issues with the platforms to make accommodations and accommodated exams run as smoothly as possible. The group also discussed the SEAP launch, which will guide DoS' work in the coming years. While generating summer/intern positions for graduate students and more awards/bursaries for course-based Master's students was mentioned, DoS tabled the item until the next DAC session in late March. The group also discussed Campus Food Bank collaborations and an upcoming consultation around fresh service.

Faculty of Graduate and Postdoctoral Studies (GPS) & Black Graduate Students Association (BGSA) (Feb 29)

The group met to discuss many issues, including the need for better transition programs between academia and industry, specifically for PhD students, the need for minimum postdoctoral funding benchmarks, the need for more visible minorities in faculty positions, and lastly, more funding for Black graduate students. The BGSA presented a survey they had conducted where they found 83% of respondents had no funding at all, and Tracy responded with updates on the minimum funding guarantee. The group discussed exponential increases in international tuition, which most Black graduate students are, and how the minimum guaranteed funding needed to be on the letter of offer from the University about admission to help with immigration and visa applications. We discussed the possibility of creating an AGES-Black, similar to how the AGES-Indigenous is run—Tracy mentioned that required conversations with the government. Lastly, the group discussed how to better increase supervisor understanding of how to support international students.

GPS & Indigenous Graduate Students Association (IGSA) (Feb 29)

The group met to discuss updates on long-running initiatives. This included the I-GRA, for which funding is in place and a speedcode has been created. Amanda from GPS is in conversations with FPH around holding the first competition, which will be advertised through the IGSA newsletter, SAGEpod, and normal GPS avenues, including the grad students digest. The target timeline is not known, but perhaps Spring/Summer 2024 or Fall 2024, pushed back from Winter 2024. The group also discussed the pair of support positions within FPH and GPS, for which it remains a budget item, but the start date has been pushed back to following Fall 2024. SAGEpod has reached out to the IGSA to reimagine what the writing retreat may look like, after which GPS will be approached for bridge funding. Lastly, a panel of GPS and Indigenous graduate students is planned to happen sometime this academic year for senior Indigenous undergraduate students to hear about pathways into graduate school.

Decolonizing Curriculum for Graduate Students (March 4)

Lori Ireland from the Centre for Teaching and Learning led this Reading and Discussion Group on Inclusive Research discussing how to incorporate storytelling into different research. A very engaging discussion followed with students from many different research backgrounds!

IPR & GSA (March 11)

The group met to facilitate transition. As no other agenda items were introduced, the meeting consisted of introducing the incoming President, Haseeb, to Florence and discussing potential collaborations for the future, including potential translation work happening in Education.

2023-2024 GSA VP Student Life's Meetings Attended (Tiffany)

Please find below a list of meetings I attended between 12 February to 18 March 2024 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

Feb 23	EDI Plan Steering Committee Monthly Meeting
Feb 26	Biweekly meeting with Benjamin Kucher (IGSA President) RE: VPIR position
Feb 26	"So you want to know the TRUTH about residential schools" talk by Chief Littlechild
Feb 27-28	World Social Justice Day
Feb 28	Engaging, Accessible, and Justice-Oriented Approaches to Building Community
Feb 28	Dean's Advisory Council
Feb 29	Tracy & BGSA
Feb 29	Tracy & IGSA
Mar 1	GSA Coffee Break
Mar 4	Biweekly meeting with Benjamin Kucher (IGSA President) RE: VPIR position
Mar 11	IPR & GSA
Mar 12	VPIR Town Hall
Mar 14	SGBV in WIL
Mar 14	Meeting with the SVRC
Mar 15	GSA Awards Night
Mar 18	EDIC Meeting

**GSA Chief Returning Officer
Report to GSA Council for the 18 March 2024 Meeting**

To: GSA Council
From: Sophie Shi
Date: 15 March 2024

Dear Council Colleagues,

The report below serves as the written report that GSA Policy (Section D.POL.10.1.e.ii) stipulates the Chief Returning Officer (CRO) will provide following the GSA General Election. This report also serves as my procedural report, as required by GSA Policy (Section I.POL.14.1).

As per GSA Bylaw and Policy, there was extensive consultation with the GSA Elections and Referenda Committee (GSA ERC) when issues with formal complaints and alleged breaches of GSA Bylaw and Policy were brought forward, and in some situations, these resulted in the CRO issuing penalties, the resulting decisions can be found [here](#). The total voter turnout for the 2024 GSA General Election was 9.7%, which represents an increase from voter turnout in 2023 (8.7%).

Currently the Vice-President is undergoing a re-election, I would encourage Councilors to learn about the candidates and vote 19 March to 21 March 2024.

The 2024 GSA Election of the Associate Vice-President Labour ran smoothly. There were no complaints filed in this election. The total voter turnout for the 2024 GSA Election of Associate Vice-President Labour was 8.5%, which represents a decrease from voter turnout in 2023 (10.8%).

Two of the four Referenda passed and there were no complications with these. Voter turnout was 7.3% for the 2024 Referenda.

I have kept a thorough record of all aspects of the GSA Election, GSA Election of the Associate Vice-President Labour, and Referenda and the GSA ERC will be meeting in the coming weeks to debrief and engage in its annual review of GSA Bylaw and Policy on elections.

You can learn more about the results and elected candidates [here](#).

I would like to thank GSA Deputy Returning Officer Zain Patel, GSA Elections Coordinator Monica Brzak, all members of the GSA Elections and Referenda Committee, and other GSA staff.

Best,

Sophie Shi, Chief Returning Officer

**GSA Nominating Committee
Report to GSA Council for the 18 March 2024 Meeting**

To: GSA Council
From: Violet Sun
Date: 15 March 2024

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 email.

Sincerely,
Violet Sun, 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 qiuyu@ualberta.ca or GSA Elections Coordinator Monica Brzak at gsanomco@ualberta.ca.

GSA Standing Committees

1) GSA Appeals and Complaints Board (GSA ACB (Three (3) Councillor Positions)

Information regarding the positions for three (3) GSA Councillors has not yet been advertised, will be soon.

2) GSA Appeals and Complaints Board (GSA ACB (One (1) Member Position)

Information regarding the positions for one (1) position has not yet been advertised, will be soon.

3) GSA Elections and Referenda Committee (GSA ERC) (One (1) Member Position)

Information regarding the one (1) vacancy for GSA members has not yet been advertised, will be soon.

4) GSA Nominations Committee (GSA NoC) (One (1) Member Position)

Information regarding the one (1) vacancy for GSA members has not yet been advertised, will be soon.

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

Information regarding the positions has not yet been advertised, will be soon.

**GSA Elections and Referenda Committee (GSA ERC)
Report to GSA Council for the 18 March 2024 Meeting**

To: GSA Council
From: Andrew Pohlka
Date: 15 March 2024

Dear GSA Council Members,

Since the last GSA Council meeting, the GSA Elections and Referenda Committee (GSA ERC) has been supporting the Chief Returning Officer (CRO) in all matters pertaining to the 2024 GSA General Election, 2024 GSA Election of Associate Vice-President Labour, and the 2024 Referenda (as per GSA Bylaw and Policy, Section I.POL.18.1, “the GSA ERC will advise the CRO on all matters pertaining to GSA General Elections, by-elections and referenda”). You can find more information about the 2024 GSA General Election, 2024 GSA Election of the Associate Vice-President Labour, and the 2024 Referenda in the CRO’s report.

The GSA ERC will meet to debrief the 2024 GSA Election items in the coming weeks. As the CRO notes, we saw an increase in voter turnout this year, thank you all for the best efforts to spread awareness about the elections and encourage voting. The committee will continue to discuss possible future strategies in voter turnout.

Sincerely,
Andrew Pohlka, Chair of the GSA ERC

**GSA Executive Director
Report to GSA Council for March 18 2024 Meeting**

To: GSA Council
From: Lewie Moodley
Date: March 18 2024

Dear Members of the GSA Council,

This office has been busy with elections and budgets. We are planning to implement a new software to review grants and bursaries in May 2024. The office has held coffee breaks and a town hall for the new Indigenous DEO role meeting over the past month.

The staff have been involved in supporting the board with developing a new survey around evaluating the mental health of graduate students at the university. This survey is now closed and we received a record number of respondents, over 827 students completed the survey. I have been working with Studentcare to help negotiate a lower premium for our Health and Dental care plan as well as meeting with other providers such as Alberta Bluecross, PBAS and Ellement. Studentcare will be here in April to answer questions about our Health and Dental Care plan.

Our dedicated staff have worked hard to deliver a wonderful Awards Night scheduled on March 15 2024. Additionally, our team has been diligently working on formulating the 2024-2025 budget and a comprehensive three-year financial plan for the GSA. This budget was passed by the Budget and Finance committee on February 21. These crucial documents are set for presentation at our council meeting on Monday March 18 2024. Following the thorough review by the board on February 28. The office is enthusiastic with all the activity as we begin the transition from our old board to a new board over the coming weeks. The staff and board's continued support is invaluable as we navigate through this busy period.

My weekly reports to the GSA Board are attached, and, as always, I am happy to answer any questions.

Lewie Moodley, GSA Executive Director

Management Report to the GSA Board, 28 February 2024

Management has been engaged with the following issues since the last GSA Board meeting on **21 February 2024**.

Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

Executive Director update

- Over 30 grants have been processed in the last week, we are now closed until April 1 2024.
- The General Election voting has begun and we are underway for electing the new board.
- I have met with Robyn from Studentcare to talk about affordable options for plans and negotiated a lower cost which he presented at the board today.
- The Mental health survey has reached over 800 students and has now closed. The analysis stage will begin on our findings.
- Facebook Reach: -2.9% (vs Feb 12) Followers: no change (current: 2041) Instagram Reach: -15.3% (vs Feb 12) Followers: + 14 new followers (current: 1212) Twitter/ X Followers: +5 followers (1349)
- Awards night is approaching and work is underway for this event on March 15 2024.

Management Report to the GSA Board, 6 March 2024

Management has been engaged with the following issues since the last GSA Board meeting on **28 February 2024**.

Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

Executive Director update

- Over 30 grants have been processed in the last week, we are now closed until April 1 2024. We are taking on adhoc grants on a case by case format until April 1 2024.
- The General Election has been mostly finalized with the VP SL election to be re-run. The ERC has provided an updated timeline for this.
- The Mental health survey has reached over 800 students and has now closed. The analysis stage will begin on our findings. Analysis on these results has begun, winners of the prizes have been notified and awarded.
- Facebook: Reach: -43.9% (vs Feb 28) Followers: - 3 followers (current: 2038) Instagram Reach: +31% (vs Feb 28) Followers: - 3 followers (current: 1209) Twitter/ X Followers: no change (1349)
- Awards night is approaching and work is underway for this event on March 15 2024. We have sent out RSVP's and are finalizing the award certificates and plaques for printing.

Management Report to the GSA Board, 13 March 2024

Management has been engaged with the following issues since the last GSA Board meeting on **6 March 2024**.

Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

Executive Director update

- We are now closed until April 1 2024. We are taking on adhoc grants on a case by case format until April 1 2024.

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- The General Election has been mostly finalized with the VP SL election to be re-run. The ERC has provided an updated timeline for this. ERC, ACB and the staff are working hard at all the work related to elections.
- The Mental health survey has reached over 800 students and has now closed. The analysis stage will begin on our findings. Analysis on these results has begun, winners of the prizes have been notified and awarded.
- Facebook: Reach: -43.9% (vs Feb 28) Followers: - 3 followers (current: 2038) Instagram Reach: +31% (vs Feb 28) Followers: - 3 followers (current: 1209) Twitter/ X Followers: no change (1349)
- Awards night is this week and final work is underway for this event on March 15 2024. We have sent out RSVP's and are finalizing the award certificates and plaques for printing.