

## Annual General Meeting Agenda

Tuesday, September 27, 2022

Location: Last Defence Lounge

5:15 pm: Registration

5:30 pm: Open Session/Meeting Begins

Item	Description	Presenter	Materials	Time
1	Approval of agenda	Speaker	In package	5:30 PM
2	Welcoming remarks	President	Verbal	5:32 PM
3	Welcome by Dr. Robin Yates, Vice-Provost and Dean, Graduate Studies or Dr. Mary O'Brien, Senior Associate Dean FGS	Dr. Robin Yates or Mary O'Brien	Verbal	5:35 PM
4	Business arising from the past minutes	Speaker	Decision	5:42 PM
5	Approval of past AGM Minutes (Sep 28, 2021)	Speaker	Decision	5:43 PM
6	GSA 101 Presentation	President & Executives	In package	5:45 PM
7	GSA 2021 - 2022 Audited Financial Statements	Finance Standing Committee Chair	In package	6:00 PM
8	Dicuss/review policies and Staffing changes	President	Verbal	6:05 PM
8	Motion to reinstitute Bylaw reviews	President	Decision	6:10 PM
9	Medium of GRC meetings for the year. In-person? Hybrid? Online?	President	Verbal	6:20 PM
10	Presentation for Academically Employed Graduate Students (AEGS)	AVP Labour	Verbal	6:25 PM
11	Question period	Speaker	Verbal	6:35 PM
12	Announcements	Speaker	Verbal	6:45 PM
13	Adjournment	Speaker	Verbal	6:50 PM



**GRADUATE STUDENTS' ASSOCIATION  
ANNUAL GENERAL MEETING  
TUESDAY, September 28, 2021, 5:30 PM**

**Attendees:**

Tanille Shandro, President  
Alex Paquette, VP Academic  
Kirsten Neprily, VP External  
Kabita Baral, VP Student Life  
Mary Zhang, VP Finances and Services  
Brett Nelson, Speaker  
Catherine Swytink-Binnema, Clerk

**AGM Meeting Minutes**

**Meeting Began 17h30**

**Approval of the Agenda 17h32**

Motioned/seconded  
86% in favour  
CARRIED

**Welcoming remarks (Tanille Shandro) 17h33**

- Gave an overview of agenda
- Reminded students how the votes work:
  - you are eligible to vote if you are a registered graduate student
  - someone motions (typically the chair), and then someone seconds the motion
  - students are urged to vote, to have their voice heard

**Territorial Acknowledgement (Danielle Abbott - Executive Director) 17h35**

**Welcoming remarks (Dr. Robin Yates - Vice-Provost and Dean, Graduate Studies) 17h37**

- Thank you to everyone here and to Graduate Representative Council (GRC) representatives
- Faculty of Graduate Studies (FGS) has over 7400 students (over 20% of total student body)
  - they are spread over many programs
- Departmental Graduate Association (DGA) representatives are leaders and advocates for peers
  - your voice is critical here, and within your graduate program
- contact Robin at: [deangrad@ucalgary.ca](mailto:deangrad@ucalgary.ca)
- there are many things on the horizon to make decisions about: e.g., COVID-related guidelines, budget cuts, tuition increases, increases to the minimum funding guarantees

for graduate students, changes to scholarship applications (e.g., to add in EDI considerations)

- we need student feedback on all these topics
- There is a growing mistrust of science within the non-scientific community: Students are urged to talk to their communities about what they do.

### **Business arising from past AGM minutes 17h42**

- Speaker asked for business or questions arising from past AGM minutes
- [nothing brought up]

### **Approval of past AGM minutes pm**

Motioned: Brett Nelson

Seconded: Jessica Tannenbaum

86% in favour

Opposed: 1%

Abstained: 9%

CARRIED

### **GSA 101 17h45**

- Tanille Shandro: The GSA Strategic Plan 2019-2022
  - Covers vision, mission, and goals
  - Vision: To be recognized as the leader in graduate student advocacy and service delivery by our members, stakeholders, and external organizations across Canada
  - Mission: The GSA serves all UCalgary graduate students through responsive programs and initiatives to support their success during and after their academic endeavors
  - Goals: advocacy, service delivery, communication, organizational sustainability
- Alex Paquette: Organizational structure of GSA
  - Judicial board
  - GRC
  - GSA executives
    - connecting them to the GSA executives, Danielle Abbott oversees all the staff members
      - Finance and Operations, Human Resources, Marketing and Communication, Research/Advocacy/Policy, Governance and Services
- Kirsten Neprily: GSA collects feedback from students through the Annual Report, AGM, GRC, Annual Survey, ad hoc surveys when looking for specific information, and social media mini polls
  - Reach out to [gsa@ucalgary.ca](mailto:gsa@ucalgary.ca) if you have questions
- Kabita Baral: GSA Committee Structure
  - President oversees Governance Committee and the Equity, Diversity, and Inclusion (EDI) Committee
  - VP Academic oversees Awards Committee, Academic Support Committee

- VP Student Life oversees Students' Experience and Events Committee (which has many subcommittees: Events, Mental Health and Wellness, GSA Gender and Sexuality Alliance, Newcomers and International Students, and Community Engagement)
- VP External oversees Ad Hoc Working Group and Residence Consultation Committee
- VP Finance & Services oversees Finance Standing Committee and Sustainability Committee
- Associate Vice President (AVP) Labour oversees Labour Relations Committee
- Mary Zhang: GRC (Graduate Representative Council)
  - comprised of graduate student representatives from all departments with active members
  - GRC meetings are on the last Tuesday of every month except December (2021: Oct 26, Nov 30, 2022: Jan 25, Feb 22, Mar 29, Apr 26, May 31)
  - all graduate students are encouraged to attend (but can't vote during the meetings unless you're a GRC representative)

#### **Executive Goals 17h54**

- Tanille Shandro (President)
  - Portfolio: GSA bylaws and governing documents, all GSA affairs and operations, collective agreement
  - the President is your voice to the Board of Governors and all levels of government
  - makes sure everything done by the GSA aligns with their strategic plan and best practices
  - Return to Campus Plan is on the GSA website
    - e.g., new because of COVID: real-time "office hours" for staff members
      - will soon be adding times to chat with GSA execs
    - note: the Last Defence Lounge (LDL) is staying closed for now
- Alex Paquette (VP Academic)
  - Portfolio: GSA awards and professional development grants, academic appeals and student issues, student-supervisor conflict resolution, workshops and professional development
- Kirsten Nepriily (VP External)
  - in general: Grad student advocacy
  - Portfolio: institutional, municipal, provincial, and federal advocacy; external relations; ad hoc External Advocacy Working Group
- Kabita Baral (VP Student Life)
  - Portfolio: events and discounted tickets, departmental graduate associations, graduate student groups, student experience
  - advocates on behalf of student mental health
- Mary Zhang (VP Finance and Services)
  - Portfolio: Health and Dental plan, GSA and Emergency bursaries, Quality Money, GSA investments, Last Defence Lounge
  - coming soon: financial workshops for students

## **Audited Financial Statements (Mahnaz Booshehrian, Chair of Finance Standing Committee (FSC)) 18h04**

- fsc.gsa@ucalgary.ca
- Summary of audit process
  - Audit process similar to 2020 (because of COVID-19)
  - staff complies financial statements, outside body (KPMG) reviews all transactions and documentation, GSA Board reviews results and recommendations, and the GSA Board approves audited financial statements
- Audit highlights
  - KPMG statement: “GSA financial statements fairly represent the financial position of the GSA in all material respects”
  - Net income for 2021: \$1,035,446 (this number is the excess of Revenues over Expenses for GSA and LDL combined)
    - relatively high because of: gains from investments, extra funding received because of COVID, many expenses did not occur (because of COVID)
    - Net income for 2020: \$295,535
    - GSA investment income: \$55,397
      - unrealized gain: \$33,508
      - realized gain: \$163,884
      - this year, switched from RBC to ATB Investment Management
    - GSA net income for 2021: \$1,147,327
      - the majority of this is restricted funds (internally restricted: \$617,628)
      - unrestricted: \$529,699
  - Audit highlights: LDL
    - closed since March 2020 due to COVID
    - ~\$61k lost: Fixed and unavoidable costs: amortization, insurance etc.
    - ~\$20k lost: severance payment for restaurant managers
    - other losses: donation and disposal of inventory
    - LDL losses reduce overall net income for the GSA, but do not impact internally restricted funds
    - total 2021 LDL loss: \$111,881

## **GSA Revised Bylaws (Tanille Shandro) 18h12**

- Sent out documents in email early September
- They were revised to make sure there is a strong alignment between best practices and polices, and because of changes to Labour Relations

## **Motion to amend GSA Bylaws 18h15 pm**

Motioned: Tanille Shandro

Seconded: Evangelina Natynczyk

Discussion:

- Keira Gunn: there is a mistake in the definition of the collective agreement levy
  - this mistake was amended in the most recent version of the Bylaws

- Question: Which bylaw changes affect grad students the most?
  - Tanille Shandro: All of them. There are no drastic changes to organization, but there are big changes to the LRC
- Question: Are grad students allowed to work full-time?
  - Alex Paquette: In the minimum funding policy, if you are a PhD student, you can't work more than 612 hrs in a year (and, so, can't work full time). We are working to take away that restriction (will try to get it past FGS committee in October). But note, you have to talk to your supervisor. Note: this is all different if you are an international student, because of visas, etc.
  - Keira Gunn: Within the labour policies, there are also caps on how much you can work.
- Question: Do different funding sources also potentially impact how much students can work?
  - Alex Paquette: Yes
- Keira Gunn: change to article 18.5 so that "voting members need to be academically employed graduate students"

83% in favour  
CARRIED

#### **Academically employed graduate students (Keira Gunn - Associate VP Labour) 18h27**

- Labour Relations Committee
  - Associate VP Labour (Chair, non-voting)
  - Pending results of proposed bylaw amendments:
    - VP Finance and Services (ex-officio, non-voting)
    - Two representatives from each of Science, Engineering, and Arts
    - Four representatives from the remaining faculties combined (provided no two are from the same faculty)
- Role: the LRC is a "union" for grad students
  - Monitor: labour relations between academically employed grad students and the university
  - Advise: the Collective Agreement Negotiation team
  - Advocate: to get a high standard of grad student employment
  - Educate: to make sure grad students know their rights
  - Protect: the labour rights of grad students, as described in the Collective Agreement
- Service Agreement with Public Service Alliance of Canada (PSAC)
  - nationwide union that represents many TA groups across Canada
    - provides access to professional labour advice
    - provides access to professional negotiator and researchers during collective bargaining
    - provides access to legal services (so now we don't need to make legal decisions based on their cost)
    - provides outreach and education: e.g., a "steward" program within departments

- LRC still needs representatives from Science, Engineering (pending results of proposed bylaw amendments)
  - contact [lrc.gsa@ucalgary.ca](mailto:lrc.gsa@ucalgary.ca) if interested and if you've been academically employed in the last year
- contact [lrc.gsa@ucalgary.ca](mailto:lrc.gsa@ucalgary.ca) if you have any questions

#### **Question period 18h34**

- **Re LDL: When will it be open again and why did it close, despite other services opening?**
  - Mary Zhang: We are looking at different options now (e.g., Will we change what the space is used for?). Once options are solidified, we will bring it to the GRC meeting (likely Oct. of Nov.) to get feedback.

#### **Announcements (Brett Nelson) 18h37**

- Empower Me – available 24/7/365 – qualified counselors, life coaches, consultants
  - we are covered by Health Plan to access these services
  - for more info [askgsa@ucalgary.ca](mailto:askgsa@ucalgary.ca)
- Awards, bursaries, grants deadlines:
  - Graduate Citizenship Award - Sept. 24
  - Quality Money - Oct. 15
  - GSA bursary - Oct. 26
  - Professional Development Grant - Nov. 15
  - Emergency and Support bursary open year round
  - contact [gsa.ucalgary.ca/financial](http://gsa.ucalgary.ca/financial)
- GSA Annual Report 2020-2021
  - see [gsa.ucalgary.ca/about-the-gsa](http://gsa.ucalgary.ca/about-the-gsa)
- Upcoming GSA Events:
  - MITACS Workshop Series: How to find an industry partner, Part 2 - Oct. 7, Zoom
  - Breakfast With the President (Tanille Shandro) - Oct. 6, Zoom
  - Origami Night with Kabita - Oct. 7, Zoom
  - see <https://gsa.ucalgary.ca/events/>
- National Depression Screening Day
  - take quiz Oct. 4-10 at [areyoufeelingok.com](http://areyoufeelingok.com)
- Sept. 30 is National Day for Truth and Reconciliation
  - petition to government re investigation of residential schools: <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-3484>

#### **Prizes 18h43**

- Winners will be contacted by Crystal, Governance and Services Coordinator

#### **Adjournment of meeting 18h44**

Motioned: Brett Nelson

Seconded: Evangelina Natynczyk

Discussion: none

98% in favour  
CARRIED

**Meeting adjourned at 18h45**