GRADUATE STUDENTS’ ASSOCIATION
GRADUATE REPRESENTATIVE COUNCIL MEETING
TUESDAY, October 31, 2017, 5:30 PM
ST 147

Attendees:
Brit Paris, President
Negar Mohammadi, VP Academic
Willem Klumpenhouver, VP External
Taha Afyouni, VP Student Life
Christiana Manzocco, VP Finance and Services
Elena Favaro, Speaker
Haley Vecchiarelli, Clerk

Quorum

Biochemistry and Molecular Biology DGA
Biochemical & Molecular Biology Graduate Students' Association
Biochemical & Molecular Biology Graduate Students' Association
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Biomedical Engineering Graduate Students' Association
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Biomedical Engineering Graduate Students' Association

Biomedical Technology Graduate Students Association
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Biomedical Technology Graduate Students Association

Cardiovascular Respiratory Students Association
Cardiovascular Respiratory Students Association
Cardiovascular Respiratory Students Association
Cardiovascular Respiratory Students Association
Cardiovascular Respiratory Students Association
Cardiovascular Respiratory Students Association

Chemical & Petroleum Engineering Graduate Students' Association

Chemical & Petroleum Engineering Graduate Students' Association
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Chemical & Petroleum Engineering Graduate Students' Association
Chemical & Petroleum Engineering Graduate Students' Association

Chemistry Graduate Student Association

Civil Engineering Graduate Society

Civil Engineering Graduate Society
Civil Engineering Graduate Society

Classics and Religion DGA

Classics and Religion DGA
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Classics and Religion DGA
Classics and Religion DGA
Classics and Religion DGA

Elizabeth Barretto
Danielle Clake
Haley Glass
Jeremy Morris
Alex Wyma
Liam Whalen-Browne
Nadia Maarouf
Aleksandra Govedarica
Dominic Omusi
Alejandra Enriquez Garcia
Sophia Sarpong-K.
Khokan Debnath
Dinu Attalage
Muhammad Abbas
Chee Wong
Mina Iskander
Brittany DeMone
Communication and Culture Graduate Student Association
Mohammad Sadeghi Esfahlani
Monica Henderson

Community Health Sciences Student Executive
Yangyang Fang
Rebecca Lang
Bria Mele
Khosro Salmani
Catherine Greene
Rein
Alya Heirali
Steven Granger
Abraham Saucedo Cepada
Ghazaleh Maleki Tabrizi
Patricia Groves
Mohammad Mansouri
Habibabadi
Leanne Dawson
Paul Meunier
Hong Nguyen-Sears
Graham Allison
Meghan Lamb
Fernando Vicentini
Kyle Plotsky
Sarah St. Germain
Ilyar Asl Sabbaghian
Hokmabadi
Alyssa Haggard
Tatyanna Ewald
Luis Virla
Chee Wong
Jennifer MacDonald
Christopher Ostrowski
Nuiok Dicaire

Computer Sciences Graduate Society
Khosro Salmani

Council of Foothills

Doctoral Association for Students of Haskayne (DASH)

Economics Graduate Students Association
Abraham Saucedo Cepada
Ghazaleh Maleki Tabrizi

Electrical and Computer Engineering
Patricia Groves
Mohammad Mansouri
Habibabadi
Leanne Dawson

English Graduate Students Association
Paul Meunier
Hong Nguyen-Sears
Graham Allison
Meghan Lamb

Environmental Design Student Association
Fernando Vicentini
Kyle Plotsky
Sarah St. Germain
Ilyar Asl Sabbaghian
Hokmabadi

Gastrointestinal Graduate Student Association
Alyssa Haggard
Tatyanna Ewald
Luis Virla
Chee Wong
Jennifer MacDonald
Christopher Ostrowski
Nuiok Dicaire

Geography Graduate Students Association

Geomatics Graduate Group

Graduate Anthropology & Archaeology Student Association

Graduate Engineering Students Consortium

Graduate Programs in Education

Graduate University of Calgary Mathematics Society
Meeting Began 17:37

Roll Call

Approval of Agenda

Motioned/seconded
Opposed: 0
Abstained:0
CARRIED

Approval of May 2017 Minutes

Motioned/seconded
Opposed:0
Abstained:0
CARRIED

Intro to GRC (Brit Paris, GSA President)

Welcome, I am Brit Paris and I am GSA President this year and this is first GRC of year. We are going to start by giving an update and talk about what we/you as Graduate Representative Council (GRC) do. The Board may bring things to the GRC to gather feedback, for discussion and voting. GRC representatives are also responsible for disseminating information back to your DGAs and consortia. Furthermore, we are hoping to build the GRC community.

DGAs should be sending all their representatives to each GRC. In the bylaws, shall be represented by means must be represented by. If your DGA is allotted 5 representatives, you must send 5 representatives to each GRC. These should be the same GRC representatives each time. It is best to have the same people attend, so that when we discuss things over the months, when they are voted on in subsequent months, it is best to have the same people so they have the history to be able to make informed decisions. However, guests (any active members) are always welcome.

Importantly, GRC representatives can only miss one meeting per academic year, otherwise funding may be cut. GRC representatives can send a proxy. It is necessary that all representatives attend, so that when GRC votes on things there can be quorum.

- “Graduate Representative Council (GRC) is a group of Active Members from eligible departments at UCalgary; GRC members deliberate on issues affecting the Association, offer advice to the Board, and disseminate information to other Active Members”
- Bylaw
  - 9.10 “Each Departmental Graduate Association (DGA) or department authorized by UCalgary to operate a graduate program shall be represented by one or more Graduate Representative(s). DGAs or authorized departments with:
    - 1-25 members shall be represented by 1 Graduate Representative
    - 26-100 members shall be represented by 2 Graduate Representatives
    - 101-200 members shall be represented by 3 Graduate Representatives
    - 201-500 members shall be represented by 4 Graduate Representatives
    - 500+ members shall be represented by 5 Graduate Representatives”
  - 9.18 “The duties of a Graduate Representative are:
    - 9.18.1 to attend GRC meetings and represent the interests of Active Members in [their] department.
    - 9.18.2 to disseminate information to Active Members in [their] department.
• DGA Policy
  o “11.3. If a department has a DGA, it is the responsibility of the DGA Executive to ensure that the GRC position requirement is filled.
  o 11.4. The names of the GRC representatives must be reported to the Governance and Media Coordinator by the 15th of October of every academic year. If, for any reason, the individual fulfilling GRC representative duties change, a Change of Information/Operational Bursary Form must be submitted to the Governance and Media Coordinator.
  o 11.5. GRC representatives can miss only one meeting per academic year. If a GRC representative(s) misses a meeting over the academic year, they will be given a warning. If a DGA fails to have their representative(s) in attendance for two or more GRC meetings, then the DGA will be ineligible for event grants for the academic year.
  o 11.6. If an official GRC representative is expected to be absent for more than one GRC meeting (and no other GRC representative from that department will be attending), it is the DGA’s responsibility to arrange for another member of the department to attend in proxy of that individual. This may be done by emailing the Governance and Media Coordinator as soon as possible in advance of the GRC meeting(s) for which the official representative will be absent.

• No questions

Meeting Structure (Brit Paris, GSA President)

Meetings are usually structured like this GRC. If there are guests, they are bought in first, followed by executive reports, then updates from other committees (e.g. GRCI Committee). This is followed by a question period, which is always your period to ask any questions you have of the Board or other GRC representatives. Finally, the meeting ends with DGA period, where you can bring to GRC news and events from your DGA, and other business.

Finance 101 (Christiana Manzocco, GSA Vice President Finances and Services)

• Not a CFA, CPA or certified accountant, but will try to answer questions
  o Daniella Ikurusi is our Accounting Manager and is here to answer questions
• Please refer to financials in the GRC package
• Operating Income Statement
  o Important financial document to look at for the financial health of a business
  o AKA operations statement
  o LDL Income Statement
    ▪ September revenue year over year is mostly the same (food sales)
    ▪ Costs of goods sold (COGS) and payroll have decreased
    ▪ Net income positive for the first time in a really long time
    ▪ We decreased rent payed by the LDL by $3,000 a month by having a good relationship with the University
  o GSA Income Statement
    ▪ September statement is currently negative but not different than last year
      • This is because we have not received student fees yet
• Health and Dental Plan
We receive just over $2 million a year, and we amortize throughout all the months over the year evenly.

- We are paying a little more in Health and Dental Fees than we are receiving
  - What we are charging is a little less than what the plan costs us, and we pay it out of reserve fund
  - As plan is more robust the costs go up

- Internally Restricted Funds
- Quality Money (QM)
  - $449,000 for QM
  - Second round of QM intakes was recently completed
  - Current Year Initiatives
    - Check out the current and previous QM initiatives for new programs benefiting graduate students

- Expenses
  - A lot of ticket and event sales, these are greatly subsidized

**Election of Judicial Board (Elena Favaro, GRC Speaker)**

Board is chaired by Speaker, called in case there are any disputes or arbitration needed.

Responsibility of GRC members to sit on this board. 7 members and 3 alternates. Nominations. In the event of JRB being called, there are only 2 days to respond to the initial complaint. Quorum is 5 members. This will first be called from the voting members, and then alternates.

- 7 Voting Members
  - Alejandra Enriquez
  - Brett Goodwin
  - Muhammad Abbas
  - Jeremy Morris
  - Zachary Bates
  - Hong Nguyen-Sears
  - YangYang Fang

- 3 Alternates
  - Nadia Maarouf
  - Kyle McCallum
  - William Kluska

Judicial board members and alternates needs to sign GSA Volunteer Forms ASAP, so that they can be sent documents in advance of meeting.

**President’s Report (Brit Paris) (see PowerPoint presentation)**

- Report Highlights
  - Governance
    - DGA Policy and Bylaw Review
      - DGA Policy is being updated as we find issues
      - Soon, all DGAs will receive Policy and Bylaw review
• Along with a Bylaw template; governance committee will help DGAs to conduct a bylaw review.
• All bylaws will have to correspond with the GSA standards and bylaws
  ▪ Committee ToRs
    • Aligned with UCalgary ToRs
    • General ToRs and specific ToRs for all committees
      o Alignment!
    • No conflicts with bylaws or policies
  ▪ GSG/GRN & Clubs
    • Coming soon, documentation and information coming soon
  o Community Relations
    • GSA made a substantial donation to the Food Bank. GS use the foodbank a lot and we want to encourage GS to use the Food Bank.
    • Check out UToday article

Vice-President (Academic) Report (Negar Mohammadi) (see PowerPoint presentation)
  • Awards and Funding
    o Under Adjudication
      ▪ APSG
      • Conferences and initiatives
      ▪ AGCA
      • We can nominate up to 20 people
    o Bursary
      ▪ GSA Bursary (formerly Individual and Family Bursaries)
        • Application forms and ToRs are updated and currently on the website
      ▪ Emergency Bursary (Christiana will talk more)
    o Grants
      ▪ QM grants
  • New Awards Deadlines
    o Check out the timeline for updates and links to all the awards
  • Academic Standing Committee
    o Act your Research Workshops
      ▪ (Utoday article)
      ▪ 5 workshops
      • Wednesdays, November 1, 8, 15, 22, 25
      • 2-4 pm
      • CHF 214
    o Peer Beyond Graduate Symposium
      ▪ Reading Week in February, 2018
- Get your abstracts ready

Vice-President (External) Report (Willem Klumpenhouwer) (see PowerPoint presentation)

- Ab GPAC
  - Future of Tuition
    - Released an open letter on the future of tuition
      - Encouraged government to not cut funding to universities, potential of cutting funding
      - Got a response
  - Current Initiatives
    - Budget Submission for 2018 Budget
      - Tell government what the funding priorities are
    - Mental Health Consultations
      - Lots of funding for campus mental health
    - Upcoming funding review model review/announcement for Universities
      - We have provided feedback before, and hopefully the government will ask us back
    - Upcoming decisions on tuition
      - Whether it will be frozen for the upcoming year

- Local Updates
  - Local Election
    - Mayor Nenshi and Councilor Farrell (Ward 7) were re-elected
      - Wards changed boundaries, so we are now in Ward 7
    - Mayoral Forum organized in collaboration with UCalgary and SU
    - Multi-Ward Meet and Greet in collaboration with SU
    - Ward Sutherland 2017 GSA Political Leadership Award Was Revoked
      - Responses to these are not aligned with the Award, so was revoked
      - We received some media attention regarding revoking the Award, and now more people know about it
  - Calgary Student Leaders Group
    - All students around the city, more powerful advocacy
  - Labour, Labour, Labour
    - Updates to bylaws for the Labour Relations Board
      - GATs and GANTs need to be represented by Labour Relations Board now
    - Potentially leaving the Societies Act
      - All of our power comes from the Post-Secondary Learning Act (PSLA)
    - Looking for members for the Labour Relations Pilot Committee
      - Take over labour relations
Email vp.ext@gsa.ucalgary.ca
Need representatives from professional faculties particularly
Not a lot of work, hopefully just oversight

Vice-President (Student Life) Report (Taha Afyouni) (see PowerPoint presentation)
- Report Highlights
  o Orientation
    - 500 students+, went very smoothly
    - Thank you, volunteers!
    - Winter Orientation (Jan. 2018)
  o GradFest
    - 180 students
    - Less students than previously, maybe because of the theme?
  o Grad Wellness Week
    - UFLOURISH week
    - Events on Main and Foothills Campus
  o Committees
    - United Way Campaign
      - Amy Noel is the graduate student representative on this committee
        o First time we have had a representative on this committee
    - [GSA]²
      - GSA Genders and Sexualities Alliance
    - Updating co-curricular record
      - Transcript for volunteer actives for committee chairs and members
- November Events
  o Stitch and Bitch (in the GSA Office at noon on Wednesdays)
  o Abstract Paint Party
  o One more Karaoke (Nov 22 at 8 pm in LDL)
- Financial Literary Month
  o Please check out these events
- Soccer Tournament
  o Nov 25-26
  o Happening over 2 days to reduce burnout
    o Sign up!
- Discounted Tickets
Vice-President (Finance & Services) Report (Christiana Manzocco) (see Power Point presentation)

- GSA Sustainability Strategy
  - Sustainability Award ToRs were recently updated (January Deadline)
    - Broadened the Terms
  - Partnerships with the Office of Sustainability
  - LDL menu taskforce
    - A lot of our sources are really great (e.g. salmon are fresh caught and beef are from small farms)
    - Fair trade coffee, just the beginning
      - Bottomless cup for 2.50$

- Entrepreneurial Opportunities
  - Partnering with the Hunter Hub
    - Hunter family gave a $40 million endowment to UCalgary, to present entrepreneurship opportunities (grants, workshops, pitch competitions), and this is going to be open to all graduate students. We want to get graduate students to take advantage of these opportunities.
  - Innovation Development Grants
    - Funding links and ToRs forthcoming (February Deadline)
  - RBC Investment Club
    - Just for grad students, direct investing, managing your own money, etc…
    - Prize for person whose portfolio does the best

- Quality Money
  - October Quality Money applications recently closed
  - Stay tuned for the awesome initiatives

- Emergency Bursary
  - Lots of uncertainty around the process
    - Clearer about what constitutes a financial emergency
  - Making sure people in need are getting the right type of financial support
  - Please let your constituents know about Emergency Bursaries

- Health and Dental Plan
  - Recently met with StudentCare, some of the trends
    - High usage over 2016-2017
      - Barrier removed led to greater demand, now no referral for counseling for example
      - Usage of the plan is over (116%) of what we pay for, should be at 86%
      - Student Care will speak at Nov GRC
  - Benefits survey to go out Winter Semester

- Budget
  - Doing well
LDL breaking even and making money
- Now time to focus on top-line growth
  - Bottom line is keeping expenses low
  - Top line to focus more on sales, how to get more people in the door

**GRCI Update (Leanne Dawson, GRCI Committee Chair)**

GRCI Committee is the Graduate Representative Council Initiative Committee. Leanne Dawson is Chair and Kelsey Pennanen is Co-Chair. For those not here in May, we voted on a selection of initiative that GRC wants the committee to focus on over the coming year. Two options were a set of leadership and professional development workshops for GRC and continue with the GRCI Initiative Award. This award rewards people who put forward initiatives that benefit graduate students!

Please talk to Leanne if interested in joining! Or email grci.gsa@ucalgary.ca

**Question Period:**

Q: Regarding the $3,000 decrease in LDL rent, is that per month? How long are we locked into the decrease for, and how much does this factor into the LDL making money?
A (Christiana Manzocco): This seems to be a forever agreement, as they were overcharging us for the amount of space we have.
A (Daniella Ikurusi and Christiana Manzocco): The decrease in rent is related to changes in net income, but is not part of COGS, so it is a part of the LDL making a profit, but not entirely.

Q: With this credit, and now that the LDL is turning a profit, are there any plans to look at staffing and training to keep up with the needs of students. For example, the staff in the evening is quite low. If the idea is to increase revenue production through the restaurant, staffing is important.
A (Christiana Manzocco): We agree and we are looking into it. We are developing better practices, especially for special events. We are already working on it, and we have a lot of ideas of how to drive traffic there in the evening.
A (Brit Paris): If you have specific things, please come talk with us.

Q: What is happening with the GRCI Forum?
A (Leanne Dawson): Apologies, I forgot to mention, there was some money retained and allocated for improvement and maintenance.
A (Brit Paris): It was a little less successful than the awards. There is also a large spam problem, but we have now taken care of that. We have funds set aside to make sure we can host the forum, better advertise and drive traffic there.
Q: Does it cost money?
A (Brit Paris): It costs $100 a year for hosting, and money has been set as aside for 5 years. We will continue to evaluate each year.

Q: Emergency Bursaries take a long time to pay out, but often emergencies are immediate, so is there a way to get these paid out quicker?
A (Christiana Manzocco): Unfortunately, no, because they are administered by the University, and their payment cycle is every two weeks because that is how long HR needs to do their due diligence.
Q: The amounts used in the bursaries to calculate cost of living are absurd and not realistic.
A (Brit Paris): We use their numbers (Student Aid) to be consistent and make the form simple. We are looking to advocate to the government to change those numbers, as we know they are not the most realistic.

Q: Regarding Health and Dental, we are currently subsidizing a portion of that cost, which is fine, but does this factor into the annual budget, does it come out of the reserve?
A: Yes, the previous board decided that in order for the increase in fees to not be so jarring to students, that there would be a modest increase fees. This increase did not equal the increase in the plan cost, so the GSA is subsidizing a portion with the reserve fund. We are going to have to look at this in the year going forward; are we going to decrease services or increase fees? GRC will get to vote on this. This is tricky, because of the province, in Alberta there is no dental fee guideline, so no standard to dental costs, which influences the cost of the plan. The Government of Alberta should be coming out with a guide soon, so hopefully this will change.

Q: Each year there is residual funding, can this be given to students to subsidize the costs of courses such as CPR Certification or the Aboriginal Relations course?
A (Negar Mohammadi): Thank you for the suggestion. However, you can also apply for the APSG to cover courses not related to your thesis but that would enhance your professional development. These can be applied for 12 months before or after the course.

Q: Regarding the abGPAC Open Letter Regarding the Future of Tuition, it was very appreciated by international students. Currently the government does not regulate international student fees, but what is the feeling of the University around this? Do we have support from the University and the SU?
A (Willem Klumpenhouwer): UofC is keeping it at double that of domestic. There is a fear, provincially, that if the government keeps freezing tuition and not backfilling the University, that the burden could be placed on international students’ tuition. UofC has been quiet about this, and have encouraged us to keep advocating to the government to not freeze tuition. When discussing with the provincial government, still “I don’t know,” or silence, likely until they have decided what to do.

Q: Community Health Sciences recently completed their own bylaw restructuring, would it be possible to have DGA bylaws public going forward, so that there are models of how to structure them?
A (Brit Paris): We are coming up with a template. But if DGAs want to share their bylaws going forward, I do not see why not, unless some groups might not want to. Thank you for the suggestion. Some DGAs have their own websites where it could be public facing.

**DGA Period**

N/A

**Other Business**

- United Way Campaign (Amy Noel)
  - It is the first year that the GSA is officially sitting on the campaign cabinet
- Goal for the year is $550,000, and already halfway there.
- Theme is “We are all Calgary.”
- 3 GSA Initiatives (Nov 1-Dec 15)
  - Wine Survivor
  - Candy Grams
  - DGA Competition
    - Dollars raising campaign
- United Way has a great list of speakers that are making available for free to use at fund raising events.
- #GSAUnitedWay
- [GSA]$^2$ ([GSA]$^2$ Co-Chair, Dinu Attalage)
  - Genders and Sexualities Alliance of the GSA
  - Provide services to LGBTQIA2S graduate students
  - Increase visibility of gender and sexuality minorities of the University
  - Initiatives
    - History Pride
    - Queer Film Series
      - Both Main and Foothills campuses
    - Launch!
      - Nov 20, 5:30 pm, at LDL
      - Trivia
- November GRC Meeting will be on Foothills (Brit Paris, GSA President)
  - Theatre 1
  - Map will be on GSA website and emailed in package
- Speaker will be away for November GRC (Elena Favaro, GRC Speaker)
  - In event of a Speaker absence, need to elect a temporary speaker by majority vote
  - Elena Favaror will be able to assist the temporary speaker with any questions or concerns before the meeting
  - Kyle McCallum is only nomination
  - Approval of Kyle McCallum as temporary speaker for the November GRC
    - Motioned/Seconded
    - Opposed:0
    - Abstained:0
    - CARRIED
- Nameplates (Brit Paris, GSA President)
  - Please hand back your nametags, and you’ll get them back next month. If you do not have a nametag, but you should, please let the President of your DGA know, as they’ll need to update the list.
- TEDxCalgary (XiaoYang (YangYang) Fang)
  - Signal/Noise
  - Saturday Nov 4, come check it out
Adjournment of Open Session
Moved/seconded
Opposed:0
Abstained:0
CARRIED

Meeting adjourned at 6:54