

Brit Paris
GSA President
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November 20, 2018 to January 21, 2019

Strategic Plan Pillars

As President, part of my job is to ensure the organization is moving forward in accordance with the strategic plan. The GSA's 3-year strategic plan (2016-2019), *Peer Beyond*, can be found [here](#).

Improving the Association (Resilience)

Improve Governance Processes and Procedures – 2018-2019 Goal

- Develop and implement policy review timeline and processes
- Develop and implement DGA Bylaw approval processes

Update:

- Elections policy updated and coming to the board for approval in the next week.
- Privacy policy created and coming to the board for recommendation to the Governance committee in the next week.

Hire new Executive Director

- Jason Unsworth, the current executive director of the GSA, has resigned effective January 31st. This creates the need to hire a new executive director.
- A search firm, Janet Soles and Associates, has been contracted to help us conduct the hire. The firm is currently conducting consultations with staff members.

Improving Student Engagement

Improve the Quality Money Program – 2018-2019 Goal

- Increase student applications
- Increase quality of applications
- Increase impact of applications
- Improve tracking of funded projects

Update:

- 3rd intake deadline was on January 15th. Applications will be adjudicated January 23rd.

Emergency Bursaries

- Applications open and ongoing. Please let people know about this valuable service!
<https://gsa.ucalgary.ca/financial-support/bursaries/>

Improving Student Representation (Organizational Learning)

Establish Labour Relations Committee – 2018-2019 Goal

- Increase autonomy of committee from the Board
- Increase student representation

Update:

- Representatives recruited for all faculties except Business, EVDS, and Kinesiology. An honorarium is provided! Contact lrc.gsa@ucalgary.ca for more information!
- Planning is underway to begin delivering lunch and learn sessions within departments and we will be contacting DGAs to partner on this.

Renew Strategic Plan – 2018-2019 Goal

- Create a strategic plan to guide the organization to sustainable growth from 2019 through to 2022.

Update:

- Meetings with the board, staff, and senior leadership have been conducted.
- Focus groups are being scheduled for active members to participate in the planning process. Watch for dates and locations in News & Views.

Run for GSA President!

- Elections are coming up soon and I want to encourage you to run for GSA President! Not only do you get to make fantastic connections across the university, you get to make a real difference to the graduate student experience like opening new spaces and advocating for increased emergency bursary dollars. The GSA needs a strong leader to keep moving forward in the positive direction we have started on!

Other Accomplishments

- Deputy Provost is moving on contract compliance issues and departments are responding! This is a reminder to students that when receiving an offer to TA or RA, you should receive a contract *and* an assignment of duties form (AOD). The AOD should be completed *with* the professor supervising you. Both parties are held to the contract and the AOD.

FYI & Highlights

- We are watching what is happening with government announcements in Ontario and working with our provincial advocacy group to discuss potential future situations in Alberta. We are intending to keep the message positive and focus on the great services that student associations offer.
- Search for the Dean of the Werklund School of Education is ongoing; we are in the final interviews and a recommendation should be made to the President in the next week or so.
- If you read this far in my report, email me with the code word *poutine* to receive a prize.

- Tuition framework was announced before the holidays, with the regulations coming out more recently. Tuition increases will be capped at CPI for domestic students and for international students, schools must guarantee the tuition amount for the duration of the program. In addition, exceptional tuition increases must be a joint application by the student association and the university, and the number of exceptional increases that are allowed each year is also capped.

Total Hours

Meetings: 149

Other: 76

Total: 225

Average per week: 32

Meetings Attended

Meeting name	Day of the Week	Date
Werklund Dean Search Committee	Tuesday	November 20
1 on 1 Dean of Grad Studies	Tuesday	November 20
Killam Award Celebration	Tuesday	November 20
1 on 1 Provost	Wednesday	November 21
1 on 1 VP Academic	Wednesday	November 21
ab-GPAC Board of Directors	Wednesday	November 21
Dr Cannon's Community Farewell	Wednesday	November 21
MacKimmie Tower Open House	Thursday	November 22
Luncheon with Chamber of Commerce	Thursday	November 22
FGS Council	Thursday	November 22
GREATSupervisor Awards	Thursday	November 22
1 on 1 VP Student Life	Friday	November 23
Lunch with VP Student Experience Leadership	Friday	November 23
1 on 1 SU President	Friday	November 23
Finance & Property Committee	Thursday	November 26
Board of Directors Meeting	Monday	November 26
GRC Slide Review	Monday	November 26
Academic Priorities and Planning Committee	Monday	November 26
URS Adjudicator Training	Monday	November 26
Labour Relations Committee Meeting	Monday	November 26
Environment, Health, Safety, and Sustainability Committee	Tuesday	November 27
Undergraduate Research Symposium Adjudication	Tuesday	November 27

Online Student Centre Demo	Tuesday	November 27
Graduate Representative Council	Tuesday	November 27
Greivance procedures meeting	Wednesday	November 28
Lunch and Learn - University Rankings	Wednesday	November 28
Werklund Dean Search	Wednesday	November 28
GFC SAAC Hearing	Thursday	November 29
1 on 1 Lisa Young	Thursday	November 29
1 on 1 Neil Christensen	Thursday	November 29
1 on 1 Diane Kenyon	Thursday	November 29
Undergrad Research Symposium Gala	Thursday	November 29
Labour Relations Joint Committee	Friday	November 30
Werklund Dean Search	Friday	November 30
Board of Directors Meeting	Monday	December 3
Hosting Annual Holiday Celebration and Cannon Farewell	Monday	December 3
Presidential Transition Steering Committee	Tuesday	December 4
Werklund Dean Search Committee	Tuesday	December 4
QM Discussion with Wellness Centre	Wednesday	December 5
Hosting Werklund Naming Anniversary Event	Wednesday	December 5
Attended National Day of Remembrance and Action on Violence Against Women	Thursday	December 6
General Faculties Council	Thursday	December 6
Ab-GPAC Governance Committee	Thursday	December 6
Board of Directors Meeting	Monday	December 10
Meeting with student re QM Report	Monday	December 10
SLT Holiday Party	Monday	December 10
Werklund Dean Search	Thursday	December 13
FGS Exec Committee	Thursday	December 13
BOG Dinner	Thursday	December 13
BOG Meeting	Friday	December 14
Tuition and Fees Regulations Conference Call	Monday	December 17
APPC	Monday	December 17
1 on 1 Diane Kenyon (VP University Relations)	Tuesday	December 18
Meeting with GSA Lawyer	Thursday	December 20
Meeting with Search Firm	Thursday	December 20
1 on 1 Lisa Young (Dean of FGS)	Monday	January 7
Meeting with Ed McCauley	Monday	January 7
Board Retreat	Tuesday	January 8

Greetings at TA Orientation	Wednesday	January 9
Speaking at Winter Grad O	Wednesday	January 9
BOD	Thursday	January 10
Qualtrics Election Training	Thursday	January 10
FGS Council	Thursday	January 10
Peer Beyond Meeting	Thursday	January 10
Meeting with UCP Stakeholder Relations (in lieu of MLA meeting)	Friday	January 11
MLA Robyn Luff	Friday	January 11
ab-GPAC Governance Committee Meeting	Friday	January 11
1 on 1 Danielle	Friday	January 11
1 on 1 Mohammad	Monday	January 14
Annual Survey Launch Meeting	Monday	January 14
ab-GPAC Board Meeting	Monday	January 14
APPC	Monday	January 14
Labour Relations Committee Meeting	Monday	January 14
TFCC	Monday	January 14
PSC Wrap Up	Monday	January 14
SLT January Meeting	Wednesday	January 16
1 on 1 Mina	Wednesday	January 16
Staff Meeting	Wednesday	January 16
Annual Survey meeting re LDL questions	Wednesday	January 16
BOD Meeting	Thursday	January 17
General Faculties Council (GFC)	Thursday	January 17
Calgary Leaders Dinner	Thursday	January 17
Werklund Dean Search Committee	Friday	January 18
Governance Committee	Friday	January 18
Robin re: CGPSS	Friday	January 18
1 on 1 Diane Kenyon (VP University Relations)	Friday	January 18
Calgary Student Alliance Meeting	Friday	January 18
Online Student Centre Demo	Monday	January 21
1 on 1 Lisa Hughes (Deputy Head, The Grad College)	Monday	January 21
Werklund Dean Search Committee	Monday	January 21

Elena Favaro
Vice President Academic
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20 November 2018 – 21 January 2019

Strategic Plan Pillars

As Vice President Academic, I'm committed to ensuring that the GSA's Strategic Plan is the guiding document when developing program, undertaking projects, or participating in initiatives as a representative of the Graduate Student population. The GSA's 3-year strategic plan (2016-2019), *Peer Beyond*, can be found [here](#).

Improving the Association (Resilience)

Graduate Student Specific Bystander Intervention Training Opportunities

- **Graduate-Specific** Bystander Intervention Training will be offered at:
 - Main Campus
 - Tuesday 29 January 11-13:00; Last Defence Lounge (LDL)
 - Tuesday 5 March 17-19:00; Last Defence Lounge
 - Foothills Campus
 - Tuesday 3 February 11-13:00; HSC Room G384
- If you see this note, come find me at GRC for a prize
- Campus Support wallet cards are available at the LDL, the GSA offices, and will be available at GRC

Awards Program Committee

- Sustainability, Excellence, Emerging Leader, Leadership, GRC Initiative, and Bursary intake has passed.
- Innovation, Development, and Entrepreneurship Award deadline is 4 February
- Professional Development Grants are still open for submission and will close on the 11 February 2019.
 - Awards committee will begin adjudication shortly
- All ToRs have been updated and uploaded to the GSA website
- All application forms have been updated and uploaded to the GSA website

Improving Student Engagement

Peer Beyond Graduate Research Symposium

- The 3rd annual Peer Beyond Graduate Research Symposium is on 22 February 2019. We received 40 abstracts for oral and poster presentations, as well as artistic displays and exhibits.
- If you wish to help with the symposium on the day-of, please contact vpa.gsa@ucalgary.ca . We'd love your help!
- Peer Beyond Graduate Research Symposium registration is here: All are welcome!

Improving Student Representation (Organizational Learning)

Copyright Committee

- Rowena Johnson (Wake) of the Copyright office will be attending GRC. She will be giving a brief presentation highlighting copyright issues facing Graduate students specifically, and will take questions pertaining to copyright.

USRI Working Group

- As the sole Grad student on this working group, I have advocated on behalf of the graduate student as a student enrolled in a course and as a TA in a lab/tutorial.

Other Accomplishments

FYI & Highlights

Total Hours

Meetings: 49

Other: 60

Total: 109

Average per Week: 15-25 (not including holidays)

Meetings Attended

Meeting name	Day of the Week	Date
GFC Executive Meeting	Tuesday	20 November
1-on-1 with Brit	Wednesday	21 November
Graduate Academic Program Subcommittee	Wednesday	21 November

Copyright Committee	Thursday	22 November
Faculty of Graduate Studies Council	Thursday	22 November
SES Senior Leadership Team Lunch	Friday	23 November
Board Meeting	Friday	23 November
GRC Slide Review and InSight Landing View Party	Monday	26 November
Meeting with Vice-Provost Teaching and Learning	Tuesday	27 November
IDEA Meeting with past winners	Tuesday	27 November
Awards Meeting	Tuesday	27 November
GRC	Tuesday	27 November
Awards Oversight Committee	Wednesday	28 November
Peer Beyond Working Group	Thursday	29 November
Meeting with Chair of the Labour Relations Committee and Department on Campus	Friday	30 November
Board Meeting	Monday	3 December
Senior Leadership Team lunch with President Cannon	Monday	3 December
1-on-1 with Executive Director	Monday	3 December
IDEA Planning Meeting with Award Chair and Executive Director	Tuesday	4 December
Awards Chairs' Meeting	Tuesday	4 December
Sustainability Award Meeting	Thursday	6 December
Meeting with President McCauley	Tuesday	8 January
Board Meeting	Thursday	10 January
Faculty of Graduate Studies Council	Thursday	10 January
Peer Beyond Working Group	Thursday	10 January
Peer Beyond Working Group Technical Committee Meeting	Monday	14 January
Awards Meeting	Monday	14 January
Senior Leadership Team Meeting	Wednesday	16 January
Curriculum and Academic Review Committee - Graduate	Wednesday	16 January
Faculty of Graduate Studies Council Policy Meeting	Wednesday	16 January

Peer Beyond – Meeting with Events Planning Representative	Wednesday	16 January
Board Meeting	Thursday	17 January
General Faculties Council	Thursday	17 January
USRI Working Group Meeting	Monday	21 January

Marcela Lopes
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November 20, 2018 to January 21, 2019

Strategic Plan Pillars

As the Vice President External, part of my job is to ensure the organization is moving forward in accordance with the strategic plan. The GSA's 3-year strategic plan (2016-2019), *Peer Beyond*, can be found [here](#).

Improving the Association (Resilience)

Create awareness of UCalgary GSA – 2018-2019 Goal

- Increase GSA's exposure to federal, provincial and municipal government
- Increase GSA's exposure to other Associations.

Update: I attended CASA Advocacy Week from November 26th to 28th in Ottawa. During this week I had in total eight meetings with senators, members of parliament and stakeholders.

The asks this year were the following:

- Expand work-integrated learning programs
- Facilitate co-ops and internships for international students through changes in study and work permits;
- Help international students to navigate the immigration system
- Prevent sexual violence on campuses
- Increase or reallocate SSHRC, NSERC and CIHR funds to ensure students are given a fair share of research dollars
- Create financial aid for inclusive graduate studies

The asks were a result of months of research and the full package is available at:

https://www.casa-acae.com/advocacy_week_2018_students_bring_fresh_ideas_to_improve_post_secondary_education

Continue improving our relationship with UCalgary Senate

Update: As a senator, I contribute to lecture of a lifetime subcommittee. The subcommittee is choosing the speech for this year, stay tuned for more updates and save the date for **May 2nd, 2019**.

The senate is also working on the new strategic plan, we have already discussed the vision, mission and values.

Improving Student Engagement

GSA's Talk Series

- Relaunch of the Talk Series

Update: More updates soon!

Improving Student Representation (Organizational Learning)

Strength advocacy– 2018-2019 Goal

- Increase awareness of graduate student issues by:
 - Increasing advocacy efforts; and
 - Increasing our own understand of issues.

Alberta Graduate Advocacy Council (ab-GPAC)

Update: We keep meeting Members of the Legislative Assembly and stakeholders in order to show who are grad students and the value of student associations.
Stay tuned for GO OUT TO VOTE campaign!

Calgary Student Alliance (CSA)

Update: We have been meeting and sharing good practices on several matters (go out to vote campaigns, change in Ontario's legislation on universities' and student associations' fees). The group is also creating terms of references, values and initiatives to keep the group alive.

Other Accomplishments

Ongoing Committees

- Tuition and Fees Consultation Committee
- December 6th Event Committee – Finished on December 6th.
- Senate Engagement Committee
 - Mentorship working group
 - Lecture of a lifetime working group
- President's transition implementation working group
- Senate Strategic Plan Working Group
 - Create a new Strategic Plan for UCalgary Senate
- Graduate College Steering Committee
- ab-GPAC governance committee

- CASA graduate committee

FYI & Highlights

Why should you run for the VP External position?

You will have the opportunity to lobby and represent grad students on meetings and committees on campus and outside the university community.

You can meet members of parliament, legislative assembly, senators, and have meetings AT the Parliament Hill.

As the VP External, you also learn a lot, develop policies, do research on external advocacy matters, drive some GSA, ab-GPAC, CSA, and CASA initiatives.

Chance to visit other student associations and travel!

You can make the difference – and see it!

Total Hours

Meetings: 55 hours

Events: 19 hours

CASA Conference: 43 hours

Other: 25 hours

Total: 142 hours

Average per week: 24 hours (Break from Dec 20th to January 3rd).

Meetings Attended

Meeting name	Day of the Week	Date
ab-GPAC Board Meeting	Wednesday	November 21
Faculty of Graduate Studies Council	Thursday	November 22
Lunch with SES Executives	Friday	November 23
Meeting with Brit and Mina	Thursday	November 29
Meeting with Women's Resource Centre - December 6th Event	Friday	November 30
Board meeting	Monday	December 3
Meeting with Mavis Clark	Tuesday	December 4
Meeting with Sagar (SU president) - Rehearsal December 6th event	Thursday	December 6
General Faculties Council	Thursday	December 6
Senate Meeting	Thursday	December 6

ab-GPAC Governance committee	Friday	December 7
Board Meetings	Monday	December 10
President Transition working group	Tuesday	December 11
Teleconference with Minister Marlin Schmidt on Tuition Regulation	Monday	December 17
Board Meeting	Monday	December 17
President Transition working group	Thursday	January 3
Meeting with GSA executive and Ed McCauley	Monday	January 7
One-on-one with Jason	Monday	January 7
GSA Executive Winter Retreat	Tuesday	January 8
Senate Strategic Planning	Tuesday	January 8
Board Meetings	Thursday	January 10
Faculty of Graduate Studies Council	Thursday	January 10
One-on-one with Brit: Prep for MLAs meetings	Thursday	January 10
Peer Beyond meeting	Thursday	January 10
Calgary MLA meetings	Friday	January 11
ab-GPAC Governance committee	Friday	January 11
GSA annual survey launch	Monday	January 14
ab-GPAC Board meeting	Monday	January 14
President Transition working group	Tuesday	January 15
Tuition and Fees Consultation Committee	Tuesday	January 15
Senate Lecture of a Lifetime meeting	Friday	January 18

Mina Iskander
Vice President Student Life
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November 20, 2018 to January 21, 2019

2018-2019 Goals

Strategic Plan Pillars

As Vice President Student Life, I am committed to ensure that all aspects of my portfolio are in alignment with the GSA's strategic plan. The GSA's 3-year strategic plan (2016-2019), *Peer Beyond*, can be found [here](#).

Improving the Association (Resilience)

Provide better DGA support

- I have worked with several new DGA executives to strengthen their understanding of their roles as student leaders and to facilitate the transition process.
- I have worked on streamlining the logistics of events booking and event grants and support (in collaboration with the governance coordinator). Therefore, for a DGA/GSG to organize an event, all they need to do is fill out one form on our website that includes everything they need including venue booking.

Secure agreements for the continuing benefit of our students

- I have negotiated and signed our agreement with the conference and events management to secure 120 room bookings for the whole GSA per month – including DGAs and GSGs. This number is to be managed by our staff so we can offer more room bookings for active DGAs and GSGs.
- I am working on finalizing our first agreement with com/media services to secure two free com/media bookings a month for each DGA/GSG. In previous years, we did not have any form of written agreement between the GSA and com/media.

Update:

- Waiting for a few signatures on the com/media agreement to happen this month and the agreement will hopefully be ready soon.
- I informed higher management of IT about the delay in processing this agreement and they are looking into it

Implement a new collaborative structure for student experience committees

- This year, based on recommendations from the previous Board, I have a new structure of the student experience committees. The new structure contains one main committee: Student Experience and Events Committee and this committee includes four

subcommittees: Community Engagement and Events, Gender and Sexuality Alliance, Mental Health and Wellness and Newcomers and International Students. This new structure ensures a collaborative approach in all student experience aspects.

Update:

- We have the first working group formed to organize events on Diversity Days and Pluralism week.

Improving Student Engagement

Provide on-ground communication

- This year, in collaboration with the Community Engagement and Events (CEE) Subcommittee, we established a new on-ground communication program called *Building Bridges*. GSA Quality Money funds this project. Simply, each month we have a booth in a specific places on campus providing information about a specific topic with the help of one executive member, volunteers from CEE and the Chair of CEE. Last month, we served 100 students giving them candy and chocolates, sharing information about the health and dental plans. We also had two representatives from our insurance broker *StudentCare* to answer questions.

That Grad Space

- Space now open! See <https://gsa.ucalgary.ca/services/thatgradspace/> for more information

Update:

- We have had a welcome event for incoming students in That Grad Space to get them comfortable with the space.

Support our remote campuses

- I am communicating with student representatives from Foothills campus and Downtown campus to host social events there in addition to the regular events that have been happening in Foothills previously. The GSA President and Vice President External will be arranging events in Edmonton campus as well.

Update:

- We have a social event on Downtown Campus on Jan. 29 (Same as GRC) at noon and we are planning for an event in Alberta Children's Hospital to be early February.

Organizational Learning

None this time.

Other Accomplishments

- We negotiated the parking rates for family housing with residence services and the university senior leaders. The intention was to introduce the full parking fees for family housing as any other parking space on campus to be a bit over 100\$ a month. We know it's too much for a family to have this extra expense without planning for it. So we came up to a solution of phasing it on 3 years, so first year they'll pay one third, second year two thirds and by the third year they pay the full amount. This way we make sure families are planning for it.

FYI & Highlights

Why should you run for the VP Student Life position?

VP Student Life role is touching most of the aspects of the graduate student's experience in general. This includes – but not limited to – supporting mental health and well-being, physical health, and social life. You will be working with different people from the university from support staff to Deans and maybe the University President or Provost. You will learn how the university works, so it is a great learning and development opportunity for you. In addition to that, you will have many chances to support all the graduate students.

This role can be a lot of fun for you arranging events for different groups of students. It is worth mentioning that this role requires a lot of people's skills like effective interaction and communication. You will interact with almost everyone in GSA staff and work with them closely, so start making connections if you are willing to run for the position.

Total Hours

Meetings: 83
Events: 26.5
Other: 43.5
Total: 153
Average per week: 24
Notes:

Meetings Attended

Meeting name	Day of the Week	Date
Wellness Centre monthly meeting	Wednesday	November 21
GSA photo competition meeting with FGS	Wednesday	November 21
Meeting with events team (Laura, Thao, Chris)	Wednesday	November 21
FGS Council	Thursday	November 22
Meeting with Jason	Friday	November 23
Meeting with Jason and Laura	Friday	November 23
1:1 with GSA President	Friday	November 23

SES Senior Leadership lunch	Friday	November 23
GSA Exec Christmas Photo	Friday	November 23
Board Meeting	Monday	November 26
GRC slide review	Monday	November 26
GRC	Tuesday	November 27
UCIAA Selection Committee meeting	Friday	November 30
1:1 with GSA President	Friday	November 30
Board Meeting	Monday	December 3
Lunch with President Elizabeth Cannon	Monday	December 3
Communications and Events meeting	Tuesday	December 4
Pluralism week planning meeting with Faith and Spirituality Centre	Tuesday	December 4
1:1 with Chair of SEEC	Tuesday	December 4
Downtown campus distress package delivery	Tuesday	December 4
Meeting with Thao	Wednesday	December 5
GRC make-up for SEDV	Wednesday	December 5
UCIAA selection committee	Thursday	December 6
Graduate Orientation meeting	Thursday	December 6
Meeting with Thao and Laura	Thursday	December 6
GFC	Thursday	December 6
Meeting with SEEC chair and vice-chair	Thursday	December 6
Ucalgary Strong Festival planning	Friday	December 7
Board Meeting	Monday	December 10
SEEC monthly meeting	Monday	December 10
Meeting with Thao	Tuesday	December 11
Meeting with Laura and Jason	Friday	December 14
Photo Competition meeting	Monday	December 17
Interviews for Events Planner	Tuesday	December 18
Emergency board meeting	Tuesday	December 18
Cannabis Advo meeting	Wednesday	December 19
Meeting with Hiring committee for Events Planner	Wednesday	December 19
CFS Discussion	Thursday	December 20
Events division of Labour meeting	Friday	January 4
Orientation food meeting	Friday	January 4
Meeting with events team for January events	Friday	January 4
Board Meeting	Thursday	January 10
Monthly meeting with Jen Quin from LSE	Thursday	January 10

FGS Council	Thursday	January 10
Meeting with Jaya Dixit from FGS	Monday	January 14
1:1 with GSA President	Wednesday	January 16
SEEC chairs meeting	Wednesday	January 16
Board Meeting	Thursday	January 17
GFC	Thursday	January 17
FGS Council	Thursday	January 10
Meeting with Events team	Friday	January 18
Events weekly meeting	Monday	January 21
SEEC meeting	Monday	January 21

Mohammad Mansouri
Vice President Finance and Services
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November 20, 2018 to January 21, 2019

Strategic Plan Pillars

As Vice President Finance and Services, my activities and undertaken projects must be in alignment with the GSA's Strategic Plan. The GSA's 3-year strategic plan (2016-2019), *Peer Beyond*, can be found [here](#).

Improving the Association (Resilience)

Health and Dental plan

- As a VP Finance and Services, I usually receive daily emails from graduate students regarding the health and dental plan. I reply to all emails in less than 24 hours, usually two hours. As I expect at the beginning of each semester, I received some questions and concerns regarding opt-in and opt-out in January. All questions and concerns were addressed.

Improve Health and Dental Plan - 2018-2019 goal

- Define a timeline
- Study the current plan
- Involve students as much as possible
- Involve experts
- Define criteria
- RFP process and call for proposal
- Select the best option
- Perform transition

Update:

- Request for proposal (RFP) was completed and sent out to bidders on December 9, 2018.
- We received four proposals. Based on outlined criteria in RFP, three bidders were invited for finalist presentation which will hold on February 1, 2019.
- The great news is the fact that we are able to decrease the health and dental plan fee in the following year.
- The complete details will be brought to GRC on February meeting.

Finance Standing Committee

- The committee has a monthly meeting to review the income statement of GSA & LDL.
- The committee is reviewing the investment policy in collaboration with VPFS and staffs.
- The committee will review the budget 2019/20 and Labor Relationship Committee honorarium (LRC) on January 25, 2018.

Continue to Improve LDL performance-2018-2019 goal

- Increase the benefits
- Optimum Hours of operation
- Manage food costs for highest possible revenue
- Manage labour expenditures for highest possible revenue
- Improve sustainability

Update:

- The income statement of November and December show shows a considerable increase in the LDL benefit in comparison with last year.
- The sustainability committee creates a partnership with a charity to take the leftover food from LDL in specific times such as before New Year holiday. However, there was no leftover food on the last day before the New Year break, which is great news in the term of sustainability.
- The sustainability committee is planning a storage audit in the LDL.

Improving Student Engagement

Sustainability Committee

- The committee is planning to organize the third event.
- The committee is collaborating with LDL to implement sustainable performance.

Health and Dental Advisory Committee

- The second Committee meeting held on November 21, 2018.
- The committee will review the received proposal for health and dental plan.
- The committee will attend the finalist presentation, which is held on Feb. 1.

Improving Student Representation (Organizational Learning)

None at this time

Other Accomplishments

Budget 2019/20

- I worked on budget 2019/20. It was done, the board approved the budget 2019/20.
- I will present the budget to FSC on January 19, 2019.
- As VPFS, I would recommend 2% increase fee to compensate the increase of expenses.
- Hiring a new full-time staff to help in advocacy activities, increasing senior leadership fellowship, and annual inflation are the main reasons for the increase.
- All detail of budget 2019/20 will be brought to GRC on February meeting.

FYI & Highlights

Health and Dental Plan

- Please don't hesitate to email me if you have any questions, concerns, or feedback regarding Health and Dental Plan.

Total Hours

Meeting: 65

Others: 70

Total: 135 hours

Average per week: 24 hours

Notes:

Meetings Attended

Meeting name	Day	Date
H&D Advisory Committee	Wednesday	November 21
FGS	Thursday	November 22
FSC	Friday	November 23
Board meeting	Monday	November 26
GRC Slide review	Monday	November 26
Investment meeting with RBC	Monday	November 26
GRC	Tuesday	November 27
Board meeting	Monday	December 3
One by one meeting	Monday	December 3
Meeting with OS	Friday	December 7
Board meeting	Monday	December 10
LDL meeting	Tuesday	December 11
CFS Discussion	Thursday	December 20
Meeting with president Ed MCcauley	Monday	January 7
Chemical orientation	Monday	January 7
Winter Exec Retreat	Tuesday	January 8
One by one meeting	Tuesday	January 8
Board meeting	Thursday	January 10
Budget 2019/20	Thursday	January 10
FGS Council	Thursday	January 10
Civil department Orientation	Friday	January 11
Sustainability Committee	Monday	January 14
LDL Budget Meeting	Monday	January 14
GSA Budget	Tuesday	January 15
Meeting regarding LDL renovation	Tuesday	January 15
SLT Meeting	Wednesday	January 16
Academic Sustainability Committee	Wednesday	January 16

FGSC Policy	Wednesday	January 16
LDL survey questions discussion	Wednesday	January 16
Board meeting	Thursday	January 17
GFC	Thursday	January 17
Health and dental plan	Friday	January 18