



BOARD MEETING

November 15, 2023

Hybrid Meeting

UC441

5:30 pm

University of Guelph Graduate Students' Association

UC Level 5 | gsa@uoguelph.ca | 519.824.4120 Ext. 56685 & 53314

www.uoguelph.ca/gsa/ | gsaplanner.uoguelph.ca/ |  



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GSA Board Meeting Agenda

GSA BOARD MEETING AGENDA Wednesday, November 15, 5:30 p.m.

Please send Regrets to gsa@uoguelph.ca, no later than Tuesday, November 14, 2023 at 12 p.m.

5:30 p.m. Call to Order: David Said, Chair

Territorial Acknowledgement

We acknowledge that the University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer our respect to our Anishinaabe, Haudenosaunee and Métis neighbours as we strive to strengthen our relationships with them.

Today, this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging them reminds us of our important connection to this land where we learn and work.

Approval of Agenda:

MOTION #1: B.I.R.T. The Agenda for the November 15th, 2023 GSA Board Meeting, be approved as presented.

Approval of Minutes:

MOTION #2: B.I.R.T. the GSA Meeting Minutes of October 17th, 2023 be approved as presented.

5:35 p.m. CUPE #3913: Alexis Fabricius, Vice-President External

5:40 p.m. Faculty of Graduate Studies: Dr. Ben Bradshaw, Assistant Vice-President (Graduate Studies)

5:55 p.m. Lookout Finances/Operations Update: Mike Calvert, University Centre

6:05 p.m. Board of Governors Report: Jehoshua Sharma, Graduate Student Representative

6:10 p.m. Board of Directors Composition and General Directors Roles and Responsibilities: Nabhan Refaie, President & CEO

6:20 p.m. GSA Monthly Newsletter Distribution: Emily Minard, V.P. Internal



Motion #3: B.I.R.T. the GSA Board of Directors temporarily amend section 4.1.1.c of the Constitution and Bylaws until the upcoming Annual General Meeting. This amendment suspends the responsibility of general directors to distribute the monthly GSA newsletter.

Motion #4: B.I.R.T. the GSA Board of Directors approve the distribution of the GSA Monthly Newsletters by the V.P. Internal via the GSA listserv.

6:30 p.m. Departmental and Committee Updates

6:40 p.m. Question Period

6:45 p.m. Executive & Staff Reports

(Please refer to detailed Reports included in the Board Meeting materials package.)

6:45 p.m. President & CEO: Nabhan Refaie

6:55 p.m. V.P. Internal: Emily Minard

7:05 p.m. V.P. Financial: Marcellus (Mingze) Li

7:15 p.m. V.P. External: Rebecca Randle

7:25 p.m. Activities & Communications Co-ordinator: Manpreet Kaur

7:35 p.m. Office Manager: Michelle Morris

8:45 p.m. Arising Business

8:00 p.m. In Camera Session

MOTION #5: B.I.R.T. the Meeting move 'In-Camera' for discussion.

(Under the direction of the Chair - Staff, Members-at-Large, and Guests will be asked to leave the Meeting.)

MOTION #6: B.I.R.T. the GSA Board Meeting 'In-Camera' session end.

Adjournment



The next GSA Board meeting is scheduled for December 20th, 2023. Please send regrets no later than December 19th, 2023, at 12 p.m.



Executive & Staff Reports

President & CEO – Nabhan Refaie

Hello everyone!

Hope everyone is doing well! I know this is a busy time for graduate students, with midterm marking and our own coursework coming up. I hope everyone is taking some time to rest despite the busyness, and taking care of their mental health. It's easy to get caught up with all the work in these times, but it's worth it to take a step back every once in a while to focus on your well-being.

This report covers my activities as GSA President from October 12 to November 9. Some of the main issues I have worked on includes the revision of our Board policy manual, planning future programs to address food and housing insecurity, addressing Athletics access issues for part-time graduate students, and addressing some issues we've found with using the GSA listserv to communicate our elections. Below, please find a complete description of these activities (much of the details on the committees I attended are now included in the Committee Reports below).

Board Policy Manual Development

Emily, Michelle, and I met with Suanne Miedemma, who we had contracted to develop a Board policy manual for the GSA. Suanne provided us with a draft of these policies, including several additional documents to support these policies. We provided some amendments to the manual, to better reflect the GSA's operations. The manual is currently being reviewed by the rest of the Executive Committee. Once that review is complete, we will be submitting it for Board approval. We're planning on submitting it at either the December or January Board meeting.

Food Bank Meetings

I had several meetings with CSA members to discuss issues around food bank usage on October 26 and October 30. The meetings centered around thinking about alternative ways that we can support graduate students through a cost of living crisis that is not only limited to food insecurity. In particular, we discussed developing a program to tackle housing insecurity, as increasing food bank funds would not be an efficient way to help students dealing with food and/or housing insecurity. More details on this plan to come.



Athletics – Part time fee introduction

I met with the Athletics department on October 31 to discuss the potential introduction of a new part-time fee. We both agreed that further information would be needed to understand the need more broadly. If a fee were to be passed, it would be similar in price to the undergraduate part-time fee that is currently collected.

GSA Restructuring Committee

I chaired a GSA Restructuring Committee meeting on November 1st. We discussed issues around Board composition, General Director responsibilities, and General Director compensation. We particularly discussed changing our Board composition to be representatives of Colleges, while maintaining departmental representation at lower levels. The committee decided that it would be best to keep the current departmental Board member structure. To make the Board more efficient, the committee suggested that more GSA committees should be formed to tackle the different operational issues the GSA deals with. This would increase engagement by providing Board members more direct decision-making, while retaining departmental representation. In terms of General Director compensation, the committee agreed that General Directors should be compensated for successfully completing the tasks they are assigned. We also discussed voting rights for General Directors and Executives. It was determined that Executive voting rights should remain, and all General Directors should be given voting rights, regardless of their departmental representation. These recommendations will be summarized into bylaw changes, which will be presented for approval at a Board meeting and ratified by our members at the next AGM.

Issues around listserv usage during elections

I had several discussions with Student Experience around how using our listserv for elections has been problematic in the past. In particular, listservs are not updated early enough to reach students during our Fall General Director elections nomination period. We determined that a solution to this issue might be to use email lists that include all GSA members. These can be requested by the GSA at any time for the purposes of conducting an election, and should be updated much more frequently. I inquired whether this can be used for a call for nominations. I'll have more details about that for our next meeting.

Meeting with Guelph Black Student Association President

I met with the GBSA President to discuss potential collaborations between their group and the GSA. We discussed several opportunities to reach out to Black and racialized graduate students. In particular, we're interested in running some joint events, and using our Black student listserv to communicate these events.



Health Plan Privacy Incident Follow-up

Following the privacy incident that occurred with Gallivan in March 2023, the executives met with members of the university senior administration on October 17 to discuss next steps in ensuring that such issues do not occur again. There were suggestions made as to the nature of agreements we enter into, as well as what kind of documentation should be included in contracts where student information needs to be shared with a third party.

Executive Lunch with Office of Grad Studies

The GSA Executives were invited to a lunch with members of the OGPS administration team on October 24. We discussed several issues of importance with the administration, mostly revolving around funding. In particular, we discussed renovating the GSA bursary to be better able to respond to the cost of living crisis.

Meetings with AVP Grad Studies

I met with Dr. Ben Bradshaw (AVP Grad Studies) on October 16 and October 30. We discussed funding issues, including the increased reliance of graduate students on GSA travel grants and the Food Bank. Ben shared some potential avenues for addressing food and housing insecurity for graduate students, that the GSA may wish to collaborate with.

Meeting with VP Student Affairs

I met with Irene Thompson (VP Student Affairs) on October 25. We discussed issues around campus safety, especially as the Israel-Palestine conflict has recently increased in intensity. We also discussed some issues around student organizations' roles in responding to the conflict, and Ontarian universities' responses to student organizations' statements on the issue.

SLEF Review Subcommittee

I met with the Student Life Enhancement Fund (SLEF) subcommittee (which is a subcommittee of the Compulsory Fees Committee) on October 12, 17, 19, and 23. As part of this committee work, we reviewed several SLEF proposals. We provided recommendations for approved SLEF applications, that were then submitted to the Compulsory Fees Committee for final approval.

Student Executive Council

I met with the Student Executive Council on October 12. Details on this meeting is included in committee reports.



Executive Committee Meetings

I chaired an executive committee meeting on October 13. Details can be found below. Although another meeting was scheduled for October 27, quorum was not reached.

Academic Integrity Task Force

I met with the Academic Integrity Task Force on October 16th. This meeting served as an orientation to the task force, including its goals and procedures moving forward. The task force will be reviewing academic integrity policies to align them with changes to non-academic policies, and to seek overall improvements to the policies.

Students Rights & Responsibilities Committee

I met with the Student Rights & Responsibilities Committee on October 17 and October 31. Details are included in the committee reports below.

Teaching and Learning Network

I met with the Teaching and Learning Network on October 18th. Details are included in the committee reports below.

Student Senate Caucus Meeting

I met with the Student Senate Caucus on October 20. The meeting served as an orientation to the Student Senate Caucus. The Caucus voted for a Chair of their group. Neither the GSA nor the CSA have voting rights within the Student Senate Caucus, but we do provide our own insights to help the committee's decision-making.

Compulsory Fees Subcommittees

I signed up for a subcommittee to examine the status of two student fees: The Peak and First Response Team. The subcommittee recommended that The Peak's student fee be retired (details included in the committee reports below). We are continuing to discuss the status of the First Response Team fee.

Compulsory Fees Committee

I met with the Compulsory Fees Committee on October 26. Details are included in the committee reports below.



Student Wellness Advisory Group

I met with the Student Wellness Advisory Group on October 26. Details are included in the committee reports below.

Student Wellness Graduate Working Group

I met with the working group on October 30. We discussed priorities for the year, which included more advocacy on policies that are negatively affecting graduate students, addressing the social determinants of health that are leading to graduate students suffering (e.g., finances), and exploring how Student Wellness can reach out to graduate students and faculty to better support graduate student health.

Student Leaders and Administrators Meeting (SLAM)

I met with SLAM on October 31. Details on this meeting are included in the committee reports below.

Board of Graduate Studies

I met with the Board of Graduate Studies on November 6. Details are included in the committee reports below.

University Center Board

I met with the University Center Board on November 7th. Details are included in the committee reports below. Of particular importance, I was elected as Vice-Chair of the UC Board during the meeting.

Thank you all for your attention! As always, if you have any questions about my report, you can always reach out to me at gsapres@uoguelph.ca.

Best,

Nabhan Refaie

GSA President & CEO



VP Internal Report – Emily Minard

Hi everyone!

I hope everyone is doing well and that the new general directors have been settling into their roles well 😊. I have included here a list of my activities as the VP Internal from October 13th to November 10th:

General Director Management

- I've been spending a lot of time organizing the new board, including:
 - Collecting Letters of Agreements
 - Collecting committee preferences
 - Assigning committees and putting GDs into contact with the committee Chairs
 - Helping to organize newsletter distributions
- I recently collaborated on a social media project with Manpreet to better welcome our new GDs, as well as improve the awareness of our new board among graduate students. I tasked myself with collecting photos/headshots of willing GDs, as well as put together a list of the departments/colleges we have representation in. I sent this information, along with the GD emails, to Manpreet who then put together a social media post on our GSA Instagram account

Board Policy Manual – Suanne Miedemma

- Nabhan, Michelle, and I met with Suanne Miedemma on October 18th to review the first draft of the new policy manual she put together
 - Some revisions were made to better reflect the GSA operations and bylaws, and the second draft is currently being reviewed by the rest of the Executives before being presented to the board

Student Food Security Meetings

- I received amazing feedback from some of the board members after our last board meeting! When I presented some of these ideas to the other members on the food security committees I sit on, I was actually informed that some of the programs I proposed either already exist or are currently being worked on.



- While it's unfortunate we couldn't move forward with the suggestions for our grant project, I was happy to receive such innovative ideas from the GDs 😊
- After meeting with the UofG Food Security Working Group on October 20th and October 31st, our current plan for the grant money is to move forward with the original bussing idea that would improve accessibility for UofG students to get to ethnic grocery stores in the Kitchener-Waterloo area
 - Moreover, we are exploring the idea of having monetary incentives for the program to help reduce the cost of groceries (i.e. raffles)
 - If you have recommendations for ethnic food stores in the KW area, please let me know!

Other Committee Meetings

- Academics and Progress Committee
 - I served as an alternate on this committee to replace Nabhan on October 19th
- Executive Lunch with the Office of Graduate Studies
 - On October 24th I attended a lunch with the Assistant Vice-President (Graduate Studies) and the OGPS Director. We discussed issues affecting graduate students more broadly; topics of finances/cost-of-living were emphasized in these conversations
- Athletics Advisory Council Committee
 - I met with this committee on October 25th and introduced our new graduate student representative (voting member) I recruited. The graduate student representative for this committee is not a GD as I didn't receive strong interest from the GDs about sitting on this committee
 - Sarah Mau, Associate Director, provided the committee an overview of the structure and operations of the Athletics department
 - Discussions were had regarding the varsity teams' performance this year, as well as upcoming events related to the department
- Executive Committee
 - I planned to meet with the executives on October 27th; however, quorum was not reached and the meeting could not be held
- FoodBank Meeting with CSA
 - The executives met with the CSA VP External on October 30th to discuss affordability issues pertaining to graduate students and how best they could be supported



- GSA Restructuring Committee
 - I met with this committee on November 1st
 - Discussions were primarily centered around composition of the board, voting rights, and general director compensation
 - A more detailed outline summarizing the conversations of these topics can be found in Nabhan's executive report, as well as in his presentation

That is all for the updates on my end! If you have *any* questions, comments, or concerns, please do not hesitate to reach out to me at gsavpint@uoguelph.ca!

Cheers,

Emily Minard

GSA V.P. Internal



VP Finance Report – Marcellus (Mingze) Li

Dear folks,

I hope you're doing well and I would like to provide you with an update on the recent meetings and progress made this month:

Graduate Student Consultation:

This month, I have been assisting graduate students with their travel grants. I have been working closely with them, providing guidance, and clarifying any doubts they may have.

Finance Committee Meeting:

The Finance Committee held a meeting to discuss and made decisions on travel grants we received in the past weeks.

Finance Committee deliberated on the documentation requirements for applying for Diversity, Equity, and Inclusion (DEI). We aim to reconstruct the necessary documents to ensure clarity and efficiency.

If you have any questions, comments, or suggestions, please don't hesitate to reach out to me via email at gsavpfin@uoguelph.ca.

Thank you and have a wonderful day!

Best regards,

Marcellus(Mingze) Li

GSA VP Finance



VP External Report – Rebecca Randle

Hello all,

I hope that everyone is keeping well as we head into the chilly end of the year where illnesses seem to get passed around in a game of flu hot potato. Please see a summary of my responsibilities since the October board meeting below:

Library Student Service Fees Committee

I sat on the Library Student Service Fees Committee again this year. The committee gathers student representatives to collaborate with Library staff in order to review how the non-tuition ancillary fees (NTAFs) allocated to the library are spent on programming. This year's report has been completed and was submitted on October 31st.

Accessibility Steering Committee

The Accessibility Steering Committee met on October 17th. A DEI workshop will be ready in December that can be brought to different departments (can look into the GSA hosting one if there is interest).

Town and Gown

There was a Town and Gown meeting held on October 19th where homecoming updates were shared (this pertained largely to undergraduate students). There was also some community discussion around student welfare. I shared some of the current challenges graduate students are facing such as food and housing insecurity. The members of the committee asked for information on the student food bank. Unfortunately, the CSA's VP External, Samar, was unable to make it to the meeting so I did my best to provide information in her absence. I discussed food bank use primarily from the graduate student perspective, sharing that the majority of individuals who access the food bank are graduate students and that this is a symptom of a larger chronic underfunding issue rather than an isolated matter. I suggested that the committee reach out to Samar for further information on day-to-day operations and the undergraduate student perspective. I shared all of this with Samar when we next spoke.

GSA/VP SA Update Meetings



Nabhan and I met with the interim Vice-President of Student Affairs, Irene, on October 25th. Irene shared with us that she had reached out to various student organizations across campus to extend an invitation to meet with her to ensure that their voices were being heard and they were receiving health & wellness supports during this time. She shared in particular that she was meeting with the Muslim Students' Association later that day. I shared that we recently had our first board meeting with our new GDs and that a lot of conversation focused on the health and dental plan as well as food and housing insecurity. Irene is very familiar with the challenges grad students have been experiencing but I try to remind individuals and groups with whom we meet of these ongoing challenges when appropriate as I believe it is important to keep them present in their minds. It is easy to forget to actively work on issues that are difficult to solve.

Food Bank CSA/GSA Meeting

The GSA exec met with the CSA exec on October 30th to receive a food bank update from Samar and to discuss specific issues on which GSA input was needed. Samar and the food bank coordinator, Joy, have made great strides in improving food bank services since the beginning of the fall semester. They have revised their delivery timing to allow for better space management and distribution within the limited building capacity that they have. They have also received and packaged many donations in new ways that allow for more space-efficient storage. Samar also shared her and Joy's efforts to revise the intake form and current waiting list and sought our input. The GSA execs were able to recommend revisions to the intake form that allowed students to state their type of graduate program (masters thesis-based vs masters course-based vs PhD). The waiting list is also being revised to ensure that all students on the waiting list are current, enrolled students who are paying CSA or GSA fees.

SLAM

Nabhan and I attended the SLAM meeting on October 31st where the focal discussion was around cybersecurity and multi-factor authentication (MFA). CCS shared data on the volume of emails that are sent every day across campus as well as their efforts to block suspicious/phishing/spam emails directed to student, staff, and faculty accounts. Following a question regarding the reporting of suspicious emails, the CCS representative let us know that we are always welcome to forward emails to CCS if we are unsure of an email's authenticity. They also shared aspects of their digital security efforts such as impersonation protection on certain university staff accounts. They sought student input on how to encourage new and current students to download the SafeGryphon app (please download it if you haven't already!).

GSA Restructuring Committee



The GSA restructuring committee met on November 1st to discuss general director (GD) roles within the board. The committee discussed aspects of GD positions and voting. After extensive discussion, the committee settled on a recommendation to the bylaws committee that all departments should continue to have spaces for 2 GDs, however instead of only one GD per department having voting rights, both (all) GDs will have voting rights. This recommendation seeks to encourage more representation and participation. However, it was noted that this does risk perpetuating the under-representation of under-represented departments and communities during voting.

That's all for this month! Please feel free to reach out to me via email at gsavpext@uoguelph.ca if you have any questions, comments, or concerns. I welcome feedback and input from graduate students and GSA members regarding anything I discussed so that I may bring your thoughts and opinions to the appropriate committee or representative(s).

Thank you!
Rebecca Randle
GSA VP External



Activities and Communication Coordinator (ACC) – Manpreet Kaur



Office Manager – Michelle Morris

Hello Everyone,

Not that many updates from my end.

1. Fall 2023 Accreditation with University of Guelph now complete.
2. \$374.68 was paid out as a balance funding for a PDR bursary to OAC, Graduate Student Council (school of environmental science). The initial PDR was approved for \$500 with a conditional extra \$500 in the event of an unsuccessful SLEF funding. Since the SLEF funding failed, they requested a balance amount of \$374.68 only.
3. Attended Health and Dental Plan Committee Meeting on November 9th

Best,

Michelle



Departmental Updates

Animal Bioscience

Report:

Report by:

Biomedical Science

Report:

Report by:

Black Student Representatives

Report:

Report by:

Business Administration/Management

Report:

Report by:

Chemistry

Report: No update

Report by: Okoroike Ozoemena

Clinical Studies

Report:

Report by:

Computing & Information (Computer Science)

Report:

Report by:

Economics and Finance

Report: No Update

Report by: David Bailey

Engineering

Report: Nothing to report

Report by: Alex Urtheil



English & Theatre Studies

Report:

Report by:

Environmental Design & Rural Development

Report:

Report by:

Environmental Science

Report:

Report by:

Family Relations & Applied Nutrition

Report:

Report by:

Fine Arts & Music

Report:

Report by:

Food Science

Report:

Report by:

Food, Agriculture & Resource Economics

Report: No updates

Report by: Justina Assuah

Geography

Report: N/A

Report by: Peter Duker

History

Report: No updates

Report by: Riva Lewis



Hospitality, Food & Tourism

Report: Potentially planning a trip for master's students if we can get funding! We are actively seeking within our department and Lang.

Report by: Siamoy Stewart

Human Health & Nutritional Science (HHNS)

Report: No updates!

Report by: Barbara Hyde-Lay

Indigenous Student Representatives

Report:

Report by:

Integrative Biology

Report: Please see below for this month's updates in IB:

- The CoBUMP program is up and running once again. In this program (started in IB), graduate students mentor upper year undergraduate students who want to pursue graduate studies. This program can be very helpful for these students to narrow down their research interests, help connect with potential supervisors, and get a sense of what grad school and research is like!
- On November 10th, the IB will be hosting a graduate preview/information day. Our goal is to highlight some of the awesome research that is done in our IB labs. The organizers are looking for students willing to share research posters, so please reach out to Cortland Griswold (cgriswol@uoguelph.ca) if you are interested in volunteering!
- The Graduate Social Club (GSC) which received some of our PDR funding ran a very successful Halloween cookie decorating event on October 25th. We had ~30 participants and everyone enjoyed themselves!
- Pielou discussion meetings are in full swing once again on Friday afternoons at 3pm
- Departmental and faculty seminars continue as always.
- We are preparing for a special EDI lecture series – coming in November!

Report by: Liz Manchester (emanches@uoguelph.ca) & Julia Mellary (jmellary@uoguelph.ca)

International Student Representatives

Report:

Report by:



Languages & Literature

Report:

Report by:

LGBTQ2SIA+ Student Representatives

Report:

Report by:

Marketing & Consumer Studies

Report:

Report by:

Mathematics & Statistics

Report:

Report by:

Molecular & Cellular Biology

Report:

Report by:

Pathobiology

Report: No updates

Report by: Jake

Philosophy

Report:

Report by:

Physics

Report:

Report by:

Plant Agriculture

Report:

Report by:



Political Science

Report:

Report by:

Population Medicine

Report:

Report by:

Psychology

Report:

Report by:

Sociology & Anthropology

Report:

Report by:

PhD in Social Practice and Transformational Change (SOPR)

Report:

Report by:



Committee Updates

Admissions & Progress Committee

Meeting date:
Report:
Next Meeting:

Advisory Committee on Student Mental Health & Wellness

Meeting date:
Report:
Next Meeting:

Academic Policies & Procedures

Meeting date:
Report:
Next Meeting:

Alcohol & Substance Abuse Advisory Committee

Meeting date:
Report:
Next Meeting:

Animal Care Committee

Meeting date: N/A
Report: The animal care committee did not meet this month.
Next Meeting: TBD

Athletics Advisory Committee

Meeting date:
Report:
Next Meeting:

Board of Graduate Studies

Meeting date: November 6
Report: The Board of Graduate Studies recommended the approval of a few new programs and changes to current programs. The LANG School of Business proposed a new course-based masters program on real estate. CSAHS proposed three new course-based masters: Masters of Relational and



Family Therapy, Master of Psychotherapy, and Master of Arts in Mental Health. OAC proposed a major change to their Masters of Landscape Architecture program, allowing for students to complete their program with a design studio capstone project or a thesis. There were also several minor changes to graduate courses proposed. All proposed changes were recommended for approval at the next Senate meeting.

Next Meeting: TBD

By-Laws & Constitution Committee (GSA)

Meeting date:

Report:

Next Meeting:

Co-Curricular Experiential Learning Integrity Committee (CELIC)

Meeting date: (Received training for this committee on November 3rd)

Report: Learned about my role in this committee (assessing experiential learning opportunities being proposed at UofG)

Next Meeting: November 30th

Code of Ethical Conduct Committee

Meeting date:

Report:

Next Meeting:

Compulsory Fees Committee (CFC)

Meeting date: October 26

Report: The committee approved the SLEF funding applications that were recommended for approval by the SLEF subcommittee. The committee also discussed the status of The Peak student fee. As The Peak has not operated in some time, the committee voted to retire the student fee. Fees that have been collected for the Peak over the last few years have not been cashed by the organization. These funds will be attributed to other purposes. The committee further discussed whether there should be a sunset clause for student-based fees. The committee suggested a few paths forward for establishing a sunset clause, but left it to the CSA/GSA in determining their own process if they choose to implement a sunset clause.

Next Meeting: November 9

Energy Conservation Working Group

Meeting date:

Report:

Next Meeting:



Experiential Learning Committee

Meeting date: N/A

Report: N/A

Next Meeting: November 28th

Finance Committee (GSA)

Meeting date: TBD

Report: November monthly meeting has not yet occurred. Oct monthly meeting covered several travel grant application approvals. Some applications were contacted for additional information.

Next Meeting: TBD

Grad Lounge Sustainability Committee (GSA)

Meeting date: 10th November 2023 at 2:30PM

Report: No update

Next Meeting: 8th December, 2023

Graduate Student Learning Initiative Committee

Meeting date:

Report:

Next Meeting:

Graduate Student Mental Health Curriculum Committee

Meeting date:

Report:

Next Meeting:

GSA Restructuring Committee

Meeting date:

Report:

Next Meeting:

Health & Dental Plan

Meeting date:

Report:

Next Meeting:



Homecoming Committee

Meeting date:
Report:
Next Meeting:

Hospitality Services Advisory Committee (HSAC)

Meeting date: Have not met yet
Report: N/A
Next Meeting: N/A

Human Rights Advisory Group

Meeting date:
Report:
Next Meeting:

Information Technology Student Advisory Committee

Meeting date:
Report:
Next Meeting:

Judicial Committee

Meeting date:
Report:
Next Meeting:

Late Appeals Committee

Meeting date:
Report:
Next Meeting:

OUTline Committee

Meeting date: Nov 8, 2023

Report: A session was held on Nov 2 regarding Out and About, a social discussion space for students, allowing them to connect and share their experiences related to coming out regarding sexual orientation and gender identity. Overall, this program recognizes the unique and life-changing nature of the coming out process and aims to provide a supportive environment for students to discuss their challenges, learn from each other, and build a sense of community. It welcomes students at all stages of



coming out, regardless of their current level of disclosure. OUTline also hosted an LGBTQ2IA+ Lego Night for community members on Nov 7 – more fun and inclusive events to come!

Next meeting: TBD

Positive Space Committee

Meeting date:

Report:

Next Meeting:

Sexual and Gender-Based Violence Advisory Committee

Meeting date:

Report:

Next Meeting:

SHINE Mental Well-Being Week Committee

Meeting date:

Report:

Next Meeting:

Special Grants & Speakers' Fund Committee

Meeting date:

Report:

Next Meeting:

Student Assessment Committee

Meeting date:

Report:

Next Meeting:

Student Budget Committee

Meeting date: October 12

Report: Student leaders from all Primary Student Organizations met to discuss current issues in their organization.

Next Meeting: November 9

Student Executive Council



Meeting date:
Report:
Next Meeting:

Student Leaders and Administration Committee

Meeting date: October 31

Report: The committee received a presentation from the Campus Safety Office (CSO) and the Computing and Communications Services (CCS). The CSO presentation focused on its current services and the importance of downloading the SafeGryphon and UofGAlerts apps. Much of the safety information that is important to students will be available there, and there are multiple features to help students feel more safe on campus (e.g., regular check ins when working on campus late at night). The committee brainstormed how to reach out to students to get more uptake of those apps. CCS focused on cybersecurity issues on campus, including the importance of Multi-Factor Authentication and being vigilant about emails that seem suspicious. CCS is always happy to review any email students may feel is suspicious.

Next Meeting: November 22

Student Life Advisory Committee

Meeting date:
Report:
Next Meeting:

Student Life Award Committee

Meeting date:
Report:
Next Meeting:

Student Organization Policy Steering Committee

Meeting date:
Report:
Next Meeting:

Student Rights & Responsibilities Committee

Date: October 17th and 31st

Report: The Committee received reports on non-academic misconduct in the 2022-2023 academic year from three units on campus: Diversity and Human Rights (DHR), Campus Safety Office, and On-Campus Housing. DHR commented on 5 hate activities that occurred in the last academic year, which is consistent with previous years. Campus Safety Office reported less criminal activity on campus compared to previous years, except for theft over \$5,000 (the office indicated that most crimes on



campus are not committed by members of the university community). There were similar non-academic misconduct cases in on-campus residences as previous years (accounting for differences due to COVID regulations not being enforced last year). Housing also commented on the increased use of restorative strategies to resolve non-academic misconduct cases.

Next Meeting: November 15th

Student Transit Committee (GSA/CSA)

Meeting date:

Report:

Next Meeting:

Teaching and Learning Network

Meeting date: October 18

Report: The committee discussed current issues facing students today. A large part of the conversation focused on the mental health struggles of students, and how instructors can better help support students. The committee also discussed its plans to promote education scholarship as a viable path to tenure and academic promotion.

Next Meeting: November 22

Town and Gown

Meeting date:

Report:

Next Meeting:

Student Experience

Meeting date:

Report:

Next Meeting:

Student Wellness Advisory Group (SWAG)

Meeting date: October 26

Report: SWAG met for the first time this academic year. The meeting was an orientation session for new and returning members. In particular, we discussed what topics we would like to take on in the next few months. Topics ranged from improvements to services for graduate students, to advocacy for social determinants of health that impede health promotion.

Next Meeting: TBD

University Centre Board

Meeting date: November 7th, 2023

Report: First meeting of the year. New members of the Board were ratified. A Chair (Ted Cogan, University Secretary) and Vice-Chair (Nabhan Refaie, GSA President) were elected by the Board.



A brief update was provided about last year's UC operations. Of importance, last year was the first "full" year since COVID. The UC was successful in paying back the debt it had incurred with the university to remain financially solvent during the COVID lockdowns.

There was an update on the work being done to revise the working agreement between the UC and the university. Last year, several members of the UC Board worked with the university to revise the agreement. The revised agreement is currently being reviewed by the university's legal team, and will come to the Board for approval sometime in the coming months. It will then require approval by the university's Board of Governors. It was noted by one of the Board members that this agreement makes fundamental changes to the way that the UC operates, potentially indicating a loss of student control over the UC.

A review of last year's financial reports were presented. Overall, the UC is doing well financially. It has been able to increase its reserves over the last year that were depleted during COVID lockdowns. Members cautioned that there are still important obstacles ahead, including high food costs, and growing staff costs. The UC is exploring ways to cut costs, including restructuring supplier agreements. Projections for the next fiscal year budget were presented. There is a projected surplus of \$174,000. About \$150,000 of the surplus will be attributed to capital building investments (investing in UC spaces).

Next Meeting:

UC Digital Signage Content Review Committee

Meeting date:

Report:

Next Meeting:

Volunteer Committee (GSA)

Meeting date:

Report:

Next Meeting:



GSA October 2023 Meeting Minutes

ATTENDEES PRESENT

GSA Executives	
Nabhan Refaie	President and CEO
Emily Minard	Vice President Internal
Mingze Li (Marcellus)	Vice President Finance
Rebecca Randle	Vice President External
David Said	Chair
General Directors	
Akierah Binns	Black Student Representatives
Mavis Opoku	
David Bahrami	Biomedical Science
Yang Hoong	Business Administration/Management
Kimber Munford	Environmental Studies
Akshita Akshita	
Elizabeth Manchester	Integrative Biology
Julia Mellary	Pathobiology
Jacob Yates	
Janan Shoja Doost	
Alice Hinchliffe	English and Theatre Studies
Peter Duker	Geography Environment and Geomatics
David Bailey	Economics and Finance
Okorioke Ozoemena	Chemistry
Alexander Urthiel	Engineering
Justina Assuah	Food Agriculture and Resource
Dharamdeo Singh	Food Science
Riva Lewis	History
James Rubino	



Siamoy Stewart	Hospitality Food and Tourism Management
Barbara Hyde-Lay	Human Health and Nutritional Sciences
Annia Lewis	International Students
Guests	
Alexis Fabricius	Vice President External, CUPE #3913
Kayley Head	Department of Integrative Biology
Marinda Gras	Department of Plant Agriculture
Reeva Timilsena	University of Guelph Debating Society
Staff (Non-voting)	
Michelle Morris	GSA, Office Manager
Manpreet Kaur	GSA, Activities and Communications Co-ordinator

Regrets with Notification: (Guests) Mike Calvert, Senior Operations Manager, University Centre Services;

Ben Bradshaw, Assistant Vice President Graduate Studies; Jen Durst, Leadership Education and Development Advisor - Student Experience

Regrets without Notification:

Jehoshua Sharma, Graduate Student Representative;

5:31 p.m. Call to Order: D. Said, Chair

Territorial Acknowledgement

The land acknowledgement (below) was shared by GSA VP Internal, Emily Minard.



We acknowledge that the University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississauga's of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer our respect to our Anishinaabe, Haudenosaunee and Métis neighbours as we strive to strengthen our relationships with them.

Today, this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging them reminds us of our important connection to this land where we learn and work.

Approval of Agenda:

MOTION #1: B.I.R.T. The Agenda for the October 18th 2023, GSA Board Meeting, be approved as presented.

An amendment to MOTION #1 was initiated by N. Refaie. Adding to the agenda a brief introduction by the newly appointed General Directors.

Motioned by N. Refaie, seconded by Emily Minard. Motion carries.

Approval of Minutes:

MOTION #2: B.I.R.T. The GSA Meeting Minutes of September 20th, 2023, be approved as presented. Motioned by E. Minard, seconded by J. Yates. Motion carries.

5:35 p.m. CUPE #3913: Alexis Fabricius, Vice-President External A. Fabricius shared the following updates:

- Bargaining between CUPE and the University to negotiate a new collection agreement on behalf of teaching assistants and sessionals continues.
- Launch of new website cupe3913.on.ca.

o J. Assuah sought clarification on login and passwords changes. A. Fabricius stated further inquiries be directed to email vpe@cupe3913.on.ca



5:40 p.m. Faculty of Graduate Studies: Dr. Ben Bradshaw, Assistant Vice-President (Graduate Studies)

B. Bradshaw sent his regrets for the meeting. Data on Graduate Students Enrollment provided below:

5:55 p.m. Lookout Finances/Operations Update: Mike Calvert, University Centre M. Calvert sent his regrets for the meeting. Following email update provided:

- increase in sales and patron volume over lunch and dinner periods.
- extended hours of operations on weekdays - 9:30am to 8:00pm in support of graduate space and resources effective November 1st.
- addition of freshly assorted baked good to menu effective November 1st .
- 'Buy a baked good, receive a free coffee or tea' promotion for the month of November promoting the extended morning hours.
- first phase of the two-phase renovation and improvement to the patio begins October 19th.
- additional information and updates on The Lookout operations to be shared at the next Grad Lounge Committee meeting.

6:00 p.m. Board of Governors Report: Jehoshua Sharma, Graduate Student Representative J. Sharma was not in attendance to provide an update.

6:05p.m. Travel Grants Discussion: Marcellus Li, V.P. Finance N. Refaie shared the following on behalf of M. Li:

- eligibility of up to \$500 (once for master's and twice for Ph.D. students during their grad studies career).



- high influx of travel grant applications received over the summer semester, exhausting allocated budget.
- initial allocation of \$6,000 exceeded to \$12,000 in funding for the summer semester.
- \$5,765.43 in funding payed out in September from the allocation of \$6,000 for fall semester.
- Decisions to be made on increasing allocated budget or denying applications and prioritising those with higher financial need.

K. Munford shared her thoughts on increasing the allocated budget to support student funding. Further inquiring if this was indicative of the University's lack of support with student conference travel funding. N. Refaie suggested surveying travel grant applicants for a more centralised discussion.

6:10 p.m. Brief introduction by General Directors and all present

Each attendee gave a brief introduction of themselves which included their name, department and one not so cool aspect about themselves.

6:30 p.m. Funding Request for the Spookie Cookie Decoration & Competition: Kayley Head, Integrative Biology

K. Head shared the following information regarding the event:

- objective of the club is to host a variety of events once a month for graduate students, to relax and connect.
- purchase of required items from Bulk Barn
- breakdown of costs:

ITEM COST

Cookie cutter \$ 20.00



Candy and Icing \$ 30.00
Premade cooking dough \$ 35.00
Gift card \$ 20.00
Total \$ 105.00

Question Period:

D. Bahrami had a question on the event timing and access to the venue at the time.
K. Head confirmed she would personally ensure everyone has access.

N. Refaie sought clarification on the allocated funding amount, due to a discrepancy on the requested amount vs the expense breakdown. K. Head confirmed the amount of \$105 being the required allocation. An amendment to MOTION #3 was suggested by N. Refaie for a change in allocated funding from \$200 to \$105.

Discussion:

R. Randle shared the context of why an existing motion needs to be closed and an amended/new motion created. An existing motion cannot be modified as per procedural guidelines.

MOTION#3: B.I.R.T; the GSA Board of Directors allocate \$200 towards the Spookie Cookie Decoration & Competition

Motioned by E. Minard, seconded by R. Randle. Motion defeated

MOTION#3 (Amended): B.I.R.T; the GSA Board of Directors allocate \$105 towards the Spookie Cookie Decoration & Competition

Motioned by N. Refaie, seconded by R. Randle. Motion carries



6:40 P.M. Funding Request the Chancellor's Cup: Reeva Timilsena, University of Guelph Debate Club R. Timilsena shared the following details on the event:

- aims to teach topics of debate and their uses in daily life.
- consisting of weekly seminars and a monthly social with emphasis on critical thinking and public speaking skills.
- Scheduled for November 3rd to 5th 2023.
- Requesting \$200 in funding from the GSA to aid in expenses for the event.
- 2 graduate students in the club with one being an international student.
- Expense Breakdown.
 - o Application Fee (\$50 per application) - \$200
 - o Gas - \$90
 - o Total - \$290

Question Period:

R. Randle asked if the requested funding would be used for the expenses of the 2 graduate students. R. Timilsena responded it will be used overall for all students but will also support the 2 graduate students who have the experience and a strong interest in the event.

J. Assuah questioned if the CSA was contacted for funding of the undergraduate students attending the event. R. Timilsena responded they have contacted the CSA and are awaiting a response.

Y. Hoong sought clarification on the number of graduate students attending the event. R. Timilsena confirmed it to be just one graduate student and the funding for one person amounts to \$50 registration and \$90 for gas. (The allocated amount for gas was a total for all attendees).



N. Refaie questioned allocated funding from the CSA with the Debate club being an accredited CSA club.

R. Timilsena confirmed no funding from the CSA.

Discussion:

R. Randle shared her thoughts on covering the expense for the 1 confirmed graduate student which would be \$50 registration and \$22.50 for gas which totals to \$72.50. Subject to an increase if a second graduate student decides to attend the event.

A. Urthiel shared his comments on the event not being of much relevance to the GSA and is supportive of any PDR funding that is beneficial to graduate students.

Y. Yoong shared his opinion that supporting funding for one graduate student alone was hard to justify in comparison to the GSA student fee which is lesser in amount. N. Refaie added his agreement stating this is a CSA event with available funding that can be allocated from their end.

S. Stewart shared her views on the lack of clarity on the information provided regarding the number of attendees and details on the event.

J. Assuah questioned the fact, in the event the graduate student decides not to register for the event but just attends in support, wouldn't this cost be funded by the club in appreciation.

MOTION#4: B.I.R.T; the GSA Board of Directors allocate \$200 towards the Chancellor's Cup. Motioned by E. Minard, seconded by B. Hyde-Lay. Motion defeated



6:50 p.m. Funding Request for the Guelph Agricultural Science Symposium: Marina DeGier, Agricultural Science Symposium

Marine shared the following details on the event:

- Corteva Agriscience the main funder of the symposium.
- Objective is to develop connections with graduate students and for grad students to develop.

their organizational management skills.

- Scheduled for November 15th at the Arboretum Centre.
- Geographically wide range of speakers.
- Requesting \$1,000 in funding from the GSA.

Expense Breakdown:

Guelph Agriculture Science Symposium Budget

Revenue	2023	2022
Corteva Sponsorship	\$ 6000.00	\$ 5000.00
Sponsorship Donations		
	\$ 1,300.00	\$ 2000.00
Total Revenue	\$ 7,300.00	\$ 7,000.00
Expenses		
Arboretum Rental	\$ 495.00	\$ 495.00
Poster Board Rental (10)	\$ 100.00	



Set up and tear down cost	\$ 100.00	
Linens for Table	\$ 100.00	
Gryphon continental breakfast (100 @ \$12 pp)	\$ 1,200.00	\$ 900.00
Break (Tea, Coffee, Muffins, Cookies)	\$ 358.00	\$ 300.00
Buffet Lunch (100 @ \$23 pp)	\$ 2,300.00	\$ 1875.00
Travel Accommodations	\$ 3,000.00	\$ 2,500.00
Networking at the grad lounge	\$ 600.00	
Poster Printing cost	\$ 200.00	\$ 200.00
Tech Support	\$ 300.00	\$ 450.00
Prize Money	\$ 1,000.00	\$ 1,000.00
Thank-you gifts	donated	\$ 500.00
Total Expenses	\$8,753	\$6,720

Question Period:

R. Randle inquired where the funding from the GSA would be allocated and details on the booking fee.

M. DeGier responded the funds could be utilized towards the continental breakfast or the prize money. The booking fee would be expensed towards the food at the Grad Lounge, including 1 drink token per person.

N. Refaie asked about registration costs and information on total attendee's vs presenters. M. DeGier confirmed registration was free and they anticipate 5 presenters from the 100 attendees.



Discussion:

R. Randle shared her opinion with the board on approving the requested budget as the event was beneficial to graduate students. E. Minard confirmed her agreement, with the free registration being an incentive to graduate students.

O. Ozoemena shared his personal experience with the student health insurance for Vision care, not covering a claim for medication regardless of it being within the \$300 allocated limit. Further stating the allocated funds for graduate students are not being given to the students. Specifically, Health Care being a priority. The requested PDR funding of \$1,000 is a large amount and it is vital to have clarity about where the funds will be utilized.

N. Refaie shared the ongoing discussions within the GSA executive team on ways to better serve the graduate student population. Mainly proper medical insurance coverage, which has contractual implications. N. Refaie also shared details on the semesterly PDR funding allocations and available balances.

K. Munford shared her thoughts in agreement of funds being used to the benefit of graduate students, recommending funding support directly from the University for such events. Further suggesting the Motion be amended to support the full \$1,000 in funding, having \$600 set aside to cover the booking of the lookout with GSA sponsoring the event and the remaining \$400 to be used as required.

Following procedural guidelines, D. Said (the chair) shared the policy of the board not having the power to decide on the allocation of PDR funding but merely suggesting a recommendation on where the funds can be spent. Requesting M. Morris to make a note of K. Munford's suggestion for the record.

MOTION#5: B.I.R.T; the GSA Board of Directors allocate \$1,000 towards the Guelph Agricultural Science Symposium.

Motioned by R. Randle, seconded by B. Hyde-Lay. Motion carries



7:05 p.m. Departmental and Committee Updates

J. Assuah shared a situation faced with a particular professor and course and asked if the GSA supported students with faculty issues and teaching. N. Refaie confirmed the GSA did not have the ability to directly advocate for specific students. GSA advocates through administrative personnel in the university. Also adding he could share this topic with B. Bradshaw, Vice President of Graduate Studies in his bi-weekly meeting.

Question Period:

J. Assuah further inquired if the recent changes with the Transit bus card and payment structure applied to graduate students. R. Randle confirmed the bus pass can be used for multiple trips in one semester. Also, the tap as you go, U Pass is part of the semesterly tuition fees. Payment for graduate students is 3 times per year.

7:20 p.m. Executive & Staff Reports

7:20 p.m. GSA President Report - Nabhan Refaie

N. Refaie shared his appreciation to all present for their time and participation at the meeting and highlighted the accountability of each executive member in sharing their individual updates.

Key points of discussion:

1. The GSA Restructuring Committee o looking at the Operations and Structure of the GSA. o currently 3 General Directors on the committee, with space for one additional member.
- o next meeting scheduled for November 1st



2. Athletics Fee o full-time graduate students pay a compulsory fee with access to Athletics services.

o meeting with the Athletics department to discuss implementing an Athletics fee for part-time graduate students to enable use of their facilities. o the process will include approval from various committees and lastly the GSA board to approve a referendum for full time or part time students.

o fee to be implemented in March 2024.

3. GSA Elections o working in collaboration with GSA VP Internal on sourcing election data. o numbers increased as compared to previous years confirmed by GSA CRO.

o confirmed numbers to be provided at the next board meeting.

Question Period:

J. Assuah called for clarification of the Athletic fee for part-time students. N. Refaie confirmed as of now there is no fee and looking for the Athletic department to propose a fee which will then move to a referendum for approval by the graduate students. Once approved this will give part-time students access to the facilities.

S. Stewart inquired if the GSA has run a survey with part-time students to confirm their agreement of the compulsory Athletic fee? N. Refaie shared his opinion of having a part time fee for students who are looking to access the gym. Athletics / physical activity being an important part of mental health.

E. Minard added the cost paid by students to access athletic facilities is comparatively much less than the monthly normal access rate a student would need to pay.

7:30 p.m. VP Internal - Emily Minard E. Minard shared the following updates:

- General Director Elections o a new approach with advertising the elections by distributing a poster around campus and social media.



- o tabling in the university centre. Looking to table at the LANG and OVC going forward to reach more graduate student population.
- o received representation from 4 or 5 new departments.

- Student Memorial Service - organized by the GSA o memorializing students who passed away in the previous year. o organized at the Arboretum with a plaque consisting of student names. o speakers from university administration and both the CSA and GSA Presidents'.
- o good turnout from family and friends.

- Food Security Meetings o university of guelph food security working group and the student food security committee.
- o \$13,000 grant received by member of the student food security committee to be allocated to sustainability issues.
- o subcommittee formed to organize a piloting program to support food sustainability.
- o food security committee looking for international student representation.

- Athletics council advisory committee o looking for graduate student voting members to join the committee.
- o support from committee to listen to student feedback.
- o free pizza at every meeting.

7:40 p.m. VP Finance - Mingze Li Marcellus shared the following:



- Travel Grants
 - o expense reimbursements for local travel - based at .55cents per km.
 - o expense reimbursements for international travel - requirement to provide both expense receipt and copy of bank statement at the time of payment.
 - o requesting feedback from the board regarding allocation of travel grant funding due to high influx of incoming travel grant applications.
 - o suggesting continuing to accept all incoming travel grant applications with complete documentation to have a better projection for the next fiscal year.

7:45 p.m. VP External - Rebecca Randle

- Library Student Services Fees Committee
 - o representation from CSA and GSA. o purpose of committee to review spending and allocation of library fees.
 - o library drafting report for review, power point presentation available for those interested.
 - o requesting a 3% increase in addition to the 2.5% to maintain services.

- CSA/GSA Transit committee Meeting on October 12th
 - o crowded buses due to double enrollment at Conestoga, mainly routes 17 and 18. o guelph transit negotiating with Conestoga to fix the issue.
 - o city needs to increase transit funding to supply additional drivers and buses.

- Accessibility Steering Committee Meeting
 - o Equity and Diversity Inclusion workshop on October 19th from 12pm to 1pm.
 - o Deadline for 2024 enhancement fund applications end of October 2023.

- Representation at CUPE3913 Meetings - Bargaining with University continues.



- Sexual and Gender Based Violence Support and Education Committee Meeting for review and feedback on SNV education and prevention plan. Looking for student representation.

7:55 p.m. Activities and Communications Co-Ordinator - Manpreet Kaur M. Kaur shared the following updates:

- Weekly Trivia is progressing well.
- Successful Paint night on October 4th with 34 participants.
- Looking to collaborate with LSA and GES.

of 11

- Cutest Pet Contest - submissions by October 25th.
- Halloween Costume and Pumpkin Carving Contest scheduled for November 1st .

8:00 p.m. Office Manager - Michelle Morris

M. Morris shared an update on the following:

- Interim fall student fees paid out to respective entities.
- o student fees paid out twice every semester (interim and final fees).
- o guelph transit being the highest payout.
- \$5,765.43 in Travel Grants paid out for September 2023 and \$1,416.08 in childcare bursaries.
- Attended CSA/GSA Transit meeting along with VP External, R. Randle.

Discussion



E. Minard shared that all graduate students were welcome to register for the Guelph Agricultural Science Symposium. Details shared online. M. DeGier from Plant Agriculture department suggested this be included on GSA social media avenues. Highlighting the fact, this is a free event for graduate students and funded by the GSA.

8:05 p.m. Arising Business

There were no topics of Arising Business to discuss.

8:05 p.m. In Camera Session

MOTION #6: B.I.R.T. the Meeting move 'In-Camera' for discussion.

(Under the direction of the Chair - Staff, Members-at-Large, and Guests will be asked to leave the Meeting.)

Motioned by N. Refaie, Seconded by R. Randle. Motion carries.

Discussion on Student Health and Dental Insurance Plan.

MOTION #7: B.I.R.T. the GSA Board Meeting 'In-Camera' session end. Motioned by N. Refaie, Seconded by R. Randle. Motion carries

Adjournment

The Meeting was adjourned at 8:21 p.m. and the next GSA Board meeting is scheduled for November 15th, 2023. Please send your regrets no later than November 14th, 2023, at 12 p.m.



GSA Executive Meeting Minutes

GSA Executive Meeting Minutes

October 13th 2023

Hybrid Teams Meeting 11:00 am to 12:30pm

Present: Nabhan Refaie, President; Mingze Li, V.P. Finance; Emily Minard, VP Internal; Rebecca Randle, V.P. External; Manpreet Kaur, Activities and Communications Coordinator; Michelle Morris, Office Manager

The meeting commenced at 11:03am with N. Refaie welcoming all present.

Topics of Discussion:

11:00 – 11:10 am Activities and Communications Coordinator Updates – Manpreet Kaur M. Kaur shared the following:

- Liaison with LSA Personnel regarding professional programs.
- Successful Paint Night event on October 4th with 33 participants.

N.Refaie recommended more scheduled Paint night events considering the popularity and high level of participation. Similar to Trivia nights.

11:10 – 11:20 am President Updates – Nabhan Refaie

- Athletics Fee
 - Part time graduate students not included in the athletic fee with no access to athletic services at the University.
 - Working with Sarah from the Athletics department. Also looking into having a referendum by next summer for students to vote on.

M. Li inquired if there was an update on transcripts for part-time students. N. Refaie responded that currently part-time students are not exempt from paying for services. Potential to have the bus pass fee removed for students residing at approximately 200 kms away from the university. They may apply for distant fees.

R. Randle inquired if a bus fee waiver would need to be updated into the Guelph Transit contract.



N. Refaie confirmed there was no mention of this in the contract and he will connect with B. Bradshaw, Assistant Vice President of Graduate Studies to confirm the way forward.

11:20 – 11:30 am VP Internal Updates – Emily Minard

- General Director Orientation on October 12th
 - Scheduling attendees and ensuring key speakers' availability
 - Positive interaction from all new General Directors

M. Morris congratulated E. Minard on a great job with the presentation and organization.

- Committee Meetings

Food Security Committee Meetings

- member received a \$13,000 grant from Pepsi to specifically be allocated for food sustainability program for international students.
- looking for ways to utilize the available funds for graduate students.
- investigating potential to rent buses to transport students to ethnic stores situated at a distance from the university

M. Morris shared information regarding the Magic Bus (sunday service) discussed at the last transit meeting. R. Randle spoke about bus charters organized in the past that amounted to \$750 – 880. Further discussing and sharing information on various available routes and transit maps.

11:30 – 11:40 am VP Finance Updates – Mingze (Marcellus) Li

- local travel claims requirements for Travel Grants – Mileage rate at .55/km.
- discussion on DEI application received from graduate student, claiming medical bills uncovered by insurance.
- looking into streamlining the grant application process
- discuss with board members on approval criteria and adequate documentation

M. Li requested R. Randle for other funding source information for situations pertaining to housing rentals. R. Randle shared the required links.



- discussion on availing a corporate credit card for online purchases
 - policies to be reviewed by the board regarding credit limits and accountability.

N. Refaie suggested M. Li present this to the board as a motion for approval in the upcoming November Board meeting.

- rewording the exchange rate reimbursement statement on application for travel grants

11:40 – 11:50 am VP External Updates – Rebecca Randle

- GSA representative at the Library Student Service Fee Committee
- Transit Committee Meeting
 - visiting graduate students wanting to opt into bus service
 - looking at options on how to compensate these students

M. Morris shared Guelph Transit currently building new shelters around Central Station with the potential for CSA/GSA to advertise on their boards. Awaiting quote from Guelph Transit on costing for the project.

- Sexual Gender Based Violence Committee is looking for 10 students (both undergraduates and graduates) to join their committee. Offering to pay students an honorarium of \$100 with the requirement of attending 2 to 4 meetings per semester.

11:50 – 12:00 am Office Manager Updates – Michelle Morris

M. Morris did not have any major updates to share.

12:00 – 12:30 pm Open Forum.

M. Morris inquired about Christmas break closure at the university. E. Minard shared the confirmed dates as per the graduate calendar on the UofG Website. Last day of exams for the F23 semester being December 15th and the beginning of classes for the W24 is January 8th

Adjournment

The meeting adjourned at 12:30pm