

Summarized Minutes of TGSA Board Meeting, 24/02/2017

Start: 10:00, **End:** 12:01

Location: Wallis Hall 102, Traill College, Trent University

Chair: Alexandra Ha

Scribe: David Hollands

Attendance: Alexandra Ha, David Hollands, Mackenzie Armstrong, Anastasia Nepotiuk, Alicia Hartley, Katherine Boyle, Miteb Abunayyan, Sarah Jessup, Jessica Hinton, Laura Thursby, Marisol Campos Navarrete, Swarsattie Kishun, Joshua Noiseux, Ibraheem Alimi (arrived late) - 13 board members in attendance initially, 14 board members in attendance in total, **quorum met**

Regrets: Yasmin Strautins, Samantha Snetsinger, Elizabeth Aslin, Erin Laverty, Isaac Jiang

1. Presentation(s) and Discussion(s) without voting (10 min. + 5 min. cumulative discussion time)

- a. **OGSA ED Lucas Dotto:** Presentation on the OGSA (10 min.)

2. Call to Order

3. Motion to Approve the Agenda: Alexandra Ha

Seconded: Alicia Hartley

Approve: 13

Oppose: 0

Abstain: 0

****motion carries****

4. Presentation(s) and Discussion(s) with/without Motions (30 min. + 5 min. cumulative discussion time)

- a. **VP Communications:** Report on inquiry with Dr. Michael Eamon and Trent IT for the TGSA to have its own email communications list serve. (6 min.)
- b. **Equity Commissioner:** There is going to be an information session of approx. two hours open to the General Assembly in which the CHREA team will share with us their materials related to Equity, Accessibility, and Human Rights training. The session is designed oriented to graduate students' interests. There's a poster that the CHREA team designed for it that I am sharing at this meeting. (6 min.)
- c. **VP Internal Affairs:** Review of Graduate Studies' Graduate Student Handbook. (see email attachment) (6 min.)
- d. **VP Internal Affairs:** Review of Residence Graduate Guidebook. (see email attachment) (6 min)
- e. **VP Internal Affairs:** Health Care Plan comparison and changes. (see email attachment) (6 min)

Discussion

a. Laura proposes a two-tier communication system, where TGSA communications regarding newsletters and events are disseminated through Blackboard, while items such as

election/referenda online voting are disseminated through a direct listserve set up by Trent IT. David does not know if that is possible, but will ask Trent IT.

-Joshua: [...]we don't know whether it's possible to have both. If that's the case, we could just motion now to resolve to go with the two-tier system if possible, and if not, to go with the list serve option. I motion this.

Seconded: Alexandra Ha

Approve: 13

Oppose: 0

Abstain: 0

****motion carries****

b. ****Please email vpcommunicationstgsa@trentu.ca to request the verbatim minutes for this section.**

c-e. ****tabled until next meeting****

5. Executive Reports (see [Addendum I](#)) (18 min. + 3 min cumulative discussion time):

- a. President (3 min.)
- b. VP Internal Affairs (3 min.)
- c. VP Finance (3 min.)
- d. VP Communications (3 min.)
- e. VP Student Affairs (3 min.)
- f. Senator (3 min.)

Motion to accept the reports: Alexandra Ha

Seconded: Laura Thursby

Discussion

a-d. ****nothing to add****

e. In addition to her executive report, Swarsattie proposes the idea of a collaboration between the TGSA, the TCSA, and the Wellness committee. Swarsattie also stresses the need to coordinate an event with the Equity Commissioner, Health Benefits Commissioner, and the International Student Representative Commissioner. Swarsattie notes that according to the TGSA Bylaws, the Health Benefits Commissioner and her need to coordinate a de-stress event. Discussion ensues regarding whether the summer wellness counted as the de-stress event, as well as what constitutionally constitutes an equity event. It is discussed whether or not it would be good to take attendance at TGSA events to gauge their effectiveness. There was no firm resolution to these discussions. They should be addressed at the next board meeting.

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

6. Commissioner Reports, Board of Director Reports, Committee Reports, and Other Reports (see [Addendum II](#)) (15 min. + 3 min cumulative discussion time):

- a. Equity Commissioner Report (3 min.)
- b. Environmental Commissioner Report (3 min.)
- c. Health Benefits Commissioner Report (3 min.)
- d. OGSA Commissioner Report (3 min.)
- e. International Student Representative Commissioner (3 min.)

Motion to accept the reports: Alexandra Ha

Seconded: Joshua Noiseux

Discussion

b. Alexandra Ha informs the board that the Environmental Commissioner has resigned. It is decided to wait until the next TGSA executive and board to bring in a new one.

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

7. Departmental Issues/Question Period

- a. -none

8. Main Motions (15 min.)

8.1 Payment to Auditors McColl Turner (3 min.)

Whereas the TGSA is billed in the amount of \$4,310.95 (\$495.95 of which is HST) for the 2016-17 audit by McColl Turner,

BIRT that the VP Finance completes the payment to McColl Turner for services rendered in the 2016-17 TGSA audit.

Justification:

We need to give payment for audit services. Not only did the auditors complete their work in a thorough and timely fashion, they also came back to present their findings at our second GM.

Motion: Anastasia Nepotiuk

Seconded: Laura Thursby

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

8.2 Conference Bursary Applications Amount (3 min.)

Whereas the TGSA has budgeted \$4000.00 for conference bursary reimbursements for the period of September 16, 2016-January 15, 2017,

BIRT that the VP Finance pay out the total amount of \$2777.91 in conference bursary reimbursements.

Justification:

We are well under budget for conference bursary reimbursements, so we are able to provide each eligible applicant with the filament they claimed up to \$250.00.

Motion: Anastasia Nepotiuk

Seconded: David Hollands

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

8.3 Symons Seminar Series Contribution (3 min.)

Whereas we have budgeted \$1000.00 to contribute to the Symons Seminar Series,

BIRT the VP Finance complete the payment.

Justification:

We have committed to donating this amount, and the general membership has approved this line item in the TGSA budget.

Motion: Anastasia Nepotiuk

Seconded: Mackenzie Armstrong

Approve: 13

Oppose: 0

Abstain: 1

****motion carries****

8.4 Alteration to TGSA March 2017 Event (3 min.)

Whereas we are given funding to hold a March event,

BIRT the TGSA will host an International potluck on March 17th at 7pm instead of a Family Bowling night, and

BIFRT the event take place in the senior common room at Trill College or another room if the senior common room in unavailable, and

BIFRT a budget of \$50.00 be set for pop and light snacks.

Justification:

Bowling at Lakeview Bowl was proposed in our initial plan for events for the year but since we already had several BBQs which is considered family oriented events, Yeukai and I decided that an international student Potluck will be a great event to have students from different countries come interact and enjoy a good meal.

Motion: Swarsattie Kishun

Seconded: Laura Thursby

Discussion

David Hollands successfully suggests a friendly amendment to add that Swarsattie has the ability to rebook the room should the Senior Common Room be unavailable. The amendment is reflected in the wording of the motion.

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

8.5 Working Group for Proposal of TGSA Journal of Graduate Student Research (3 min.)

Whereas the TGSA Board of directors voted on moving the discussion of the graduate research journal to the Constitutional Changes Committee,

BIRT that a working group composed of graduate student volunteers be formed to help put together a proposal for the journal to be reviewed by the constitutional committee and the Board of Directors.

Justification:

I can do a much better job planning the journal and putting together a proposal if I have a team of motivated helpers.

Motion: Alexandra Ha

Seconded: Swarsattie Kishun

Approve: 13

Oppose: 0

Abstain: 1

****motion carries****

9. Other Business (15 min.)

9.1 Motion: ****Please email vpcommunicationstgsa@trentu.ca for information regarding this motion, and the ensuing discussion****

Motion: David Hollands

Seconded: Laura Thursby

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

9.2 Athletics Advisory Budget (President)

Discussion

Alexandra Ha advises the board that she has an Athletics Advisory Committee meeting in two weeks, and presents their budget to the board for questions. It is suggested that the TGSA enquire whether opting out of athletics fees is possible for graduate students.

9.3 College Dinner Amount Discussion (President)

Discussion

Alexandra Ha motions for the TGSA to support the Traill college dinner in liquor license funding up to \$100.00.

Seconded: Mackenzie Armstrong

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

9.4 Discussion of OGSA ED presentation (OGSA Commissioner)

Discussion

Laura Thursby motions that a referendum be called by the TGSA president for the Spring GM to increase the OGSA fee from \$2.00 to \$2.37.

Seconded: Swarsattie Kishun

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

9.5 Email from Canadian Studies Student Discussion (OGSA)

Discussion

Laura Thursby informs the board that Matthew Hayes of Canadian Studies is looking for student feedback about the library renovations, and to forward contact info of any students who want to offer said feedback to Laura.

9.6 Health Benefits Plan Discussion

Discussion

Motion to Enter In Camera: Miteb Abunayyan

Seconded: David Hollands

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

Motion to Exit In Camera: Miteb Abunayyan

Seconded: David Hollands

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

10. Notice of Motions and Announcements

a. --

11. Adjournment

Motion to adjourn the meeting: Alexandra Ha

Seconded: David Hollands

Approve: 14

Oppose: 0

Abstain: 0

****motion carries****

Addendum I:
Executive Reports

President:

Connecting Samantha from Student VIP with Yeukai

Discussing health plan details regarding international students. An info session will be organized.

Health Plan Survey

Directing Miteb ibn regards to the health plan survey. We decided to wait until mid-February for the review of the health plan so far and then will adapt TCSA's survey as our health plan survey.

Board of Governors Luncheon

I went and presented at the Board of Governors. I stressed the importance of graduate student spaces (e.g., in the library). The president of Trent suggested we can talk about graduate spaces in the Student Centre. Waiting to hear back.

Long Term Planning Committee

Hosted a long-term planning committee and discussed: 1) logo design for TGSA and Journal 2) distributed email from Blackboard 3) Executives getting a salary

Gym Opt Out:

I have emailed the AC about grad students opting out of gym membership. I have scheduled a phone call with Deborah the director of the AC.

Presidents' Dinner at Trail College

I will be attending the dinner this Wednesday.

Graduate-Undergraduate Student Mentorship Program

I have touched base with Trail College Cabinet about the goals we have for this program. What graduate students need from this and what should be done for this program to be successful.

VP Internal Affairs: Working on the library closure at committee meetings. CASSC will be present budgets soon. Will report back on that. Meeting with Stephanie Muehlethaler (Director of Colleges) to talk about the lack of graduate student services compared to undergraduates. Performing reviews of the bylaws, and graduate handbooks from a variety of contexts. Met with Jenifer Richardson and Nona Robertson. Will be bringing the grad handbook to the next board meeting for review (see email attachment). Also, performing a review of the Grad Resident Handbook (see email attachment). Will also be at next board meeting. Trying to get the library to give grad students unlimited library loans and scheduled visitation to the Giant Tiger. Mac is aware of this and pushing for it as well. Bylaw review is going very slowly due to my business and lack of committee participation. Hope to have something to show soon. Also, emailing CUPE to get a meeting with them and Jenifer Richardson to fix the TA training confusion.

VP Finance: I am currently facilitating payments for 3MT and the audit. I collected conference bursary applications, contacted those individuals who submitted incomplete applications, and inputted/processed.

VP Communications: I have followed up with Dr. Michael Eamon and Trent IT regarding setting up a list serve for email communications between the TGSA and the graduate student body. At present, Trent IT recommends that we use the same model as Traill College, i.e. communicate to graduate students through Blackboard, rather than a direct list serve. Here is Trent IT's justification for that option: "Although your communication is technically not required to have permission or an opt-out process under CASL, because the communication is not commercial, there may be some who wish to unsubscribe anyway and in the interest of good service it's best to have a mechanism to do so." I have devoted time in our meeting agenda to discuss this topic further. Also, as you all know, I recently signed up trentgsa.ca with the website security service Sucuri following the recent compromising of the site. Cost to me in CDN dollars was approx. \$262.00. This service is renewed every year. Taking into account that the exchange rate between Canada and the U.S. could shift, the Sucuri fee will have to be included in future budgets for as long as the TGSA chooses to have this service.

VP of Student Affairs:

Business Arising

1) I.M Well Info (Ruth)

TCSA initiative—available to all students, app that provide support to students (assistance plan for students, quitting smoking, mental health concerns—Tracy Mills from the TCSA). If someone needs help right away call the phone number. Available on IOS and Android.

2) Information shared with Marilyn Burns (AVP, Marketing & Recruitment)

In an attempt to reach a wider audience, Steward reached out to Marilyn Burns. Getting more information out to a wider range of students (high school, etc)

3) Budget Updates and CASSC presentation

Staying with a status quo budget—do not need approval from students.

Changes last year—Approved through ancillary fees

Started charging undergrads summer ancillary charge—full term charge so grads will pay the same amount.

University created a system for which college you are associated with and your ancillary fees went to those college (online course registration would go to Durham).

Revenue will be distributed between counselling (doesn't get taxed, so they keep the money here) and health services.

Extra money: metal health nursing (\$10 000),

Proposal to PVP to develop a student peer counselling program (\$100 000 to the program running, using money we already have over peer counselling)

Professional peer counsellor will be linked through the I.M well app.

Senator: --

Addendum II:
Commissioner Reports

Equity Commissioner: I attended the last PACHREA Inclusion working group meeting in January 19th to help in the organization of the Inclusion Week.

Environmental Commissioner: --

Health Benefits Commissioner: --

OGSA Commissioner: I was unable to attend January's OGSA board meeting because of a scheduling conflict, but have arranged for Lucas Dotto to come speak to the board about OGSA at this meeting and to answer any questions the board may have. I also attended the Long Term Planning Committee meeting for the TGSA.

International Student Representative Commissioner: --