

Summarized Minutes of TGSA Board Meeting, 13/03/2017

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

Location: Crawford House 102, Trill College, Trent University

Chair: Alexandra Ha

Scribe: Mackenzie Armstrong

Attendance: David Hollands, Laura Thursby, Yeukai Katanda, Jessica Hinton, Erin Laverty, Katherine Boyle, Anastasia Nepotiuk, Sarah Jessup, Swarsattie Kishun, Samantha Snetsinger, Alexandra Ha, Alison Fraser, Mackenzie Armstrong, Ibraheem Alimi, Miteb Abunnayan -**15 board members present, quorum met**

1. Presentation(s) and Discussion(s) without voting

- a. -none

2. Call to Order

3. Motion to Approve the Agenda: Alexandra Ha

Seconded: Swarsattie Kishun

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

4. Past Meeting Minutes

4.1 Motion to Approve the Verbatim Minutes from the February 24th, 2017 Board

Meeting: Alexandra Ha

Seconded: Anastasia Nepotiuk

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

4.2 Motion to Approve the Summarized Minutes from the February 24th, 2017 Board

Meeting: Alexandra Ha

Seconded: Sarah Jessup

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

5. Presentation(s) and Discussion(s) with/without Motions

- a. **VP Internal Affairs:** Review of Graduate Studies' Graduate Student Handbook. (see email attachment)
- b. **VP Internal Affairs:** Review of Residence Graduate Guidebook. (see email attachment)

- c. **VP Internal Affairs:** Health Care Plan comparison and changes. (see email attachment)
- d. **VP Communications:** Discussion of Trent Community Research Centre focus group. (See emails from Kristina Dergacheva forwarded from gsa@trentu.ca on March 12th.)
- e. **VP Communications:** Discussion of methods to raise awareness among graduate students for 2017-18 TGSA executive, board, and commissioner positions.

Summarized Minutes

- a. Alison states that there is information that needs to be further clarified in the Graduate Student Handbook, such as the fact that there are two campuses, and that the international students section is closer to the top and more visible. Alison states that there should also be information on the library closure for this year, elaboration on Wallis Hall as a graduate residence, the location of graduate offices, the use of the letter of offer as a contract, clarification on course registration, etc.
- b. Alison states that Housing wants to add content for graduate students in its undergraduate handbook.
- c. Alison states that dental coverage has been cut by half. Miteb states that he wasn't aware that the cuts would be so extreme, and that the biggest negative change was to the TGSA's coverage-Durham (TDSA) got an increase, and the TCSA had a much smaller cut. Alison observes that changes to the plan are supposed to go to the committee, then out to the bodies (TCSA, TGSA, TDSA) and then back to the committee.
- d. David informs the board that an email from Kristina Derghacheva informing the TGSA that Kristina is reaching out to host a focus group with the TGSA, 3 – 5 people, and that anyone interested can contact Kristina.
- e. A discussion occurs on ways to encourage nominations for next year's TGSA executive and board positions. Erin suggests a focus on first year graduate students, Alison questions the effective of last year's advertisements, and Alexandra stresses the importance of program representatives promoting next year's positions.

6. Executive Reports (see [Addendum I](#)):

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

Motion to Accept the Executive Reports: Alexandra Ha

Seconded: Sarah Jessup

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

7. Commissioner Reports, Board of Director Reports, Committee Reports, and Other Reports (see [Addendum II](#))

- a. Equity Commissioner Report

- b. Environmental Commissioner Report
- c. Health Benefits Commissioner Report
- d. OGSA Commissioner Report
- e. International Student Representative Commissioner

Motion to Accept the Commissioner Reports: Alexandra Ha

Seconded: Erin Laverty

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

8. Departmental Issues/Question Period

- a. Emergency Student Bursary

Summarized Discussion

a. Sarah informs the board that a student in her department was asking about the Emergency Student Bursary and how that works. Alison notes that the emergency student bursary hasn't been ratified in the Constitution, and that it will be discussed by the TGSA Constitutional Changes Committee.

9. Main Motions

9.1 3MT Payment

Whereas the TGSA Board has previously voted to budget \$500.00 for Trent University's Three-Minute Thesis (3MT) event,

BIRT that the VP Finance completes the payment.

Justification:

Following through on our commitment to 3MT.

Motion: Anastasia Nepotiuk

Seconded: Miteb Abunayyan

Approve: 13

Oppose: 0

Abstain: 2

****motion carries****

10. Other Business

10.1 Health Benefits Questionnaire

****See Verbatim Meeting Minutes for full discussion.****

11. Notice of Motions and Announcements

- a. **VP Communications:** Symons Seminar Series Gala: Quick notice for volunteers, and advertisement for event.

12. Adjournment

Motion to Adjourn the Meeting: Alexandra Ha

Seconded: Sarah Jessup

Approve: 15

Oppose: 0

Abstain: 0

****motion carries****

Addendum I:
Executive Reports

President:

Athletic Advisory Committee Meeting

Will meet this week to discuss budget and will confirm about why students cannot opt out of their membership.

Health plan benefit mid year review

Meeting with Miteb A, and Alison, and Student VIP to review our health plan. Aim to give directions to health plan committee to formulate health plan survey.

Positive Space Training

Organized positive space training with Daniel Shaw for the executives as requested by the bylaws.

VP Internal Affairs:

- started working on bylaws update, set 2-3 constitutional changes committee meetings
- wrote bata library update, sent to Mac for edits
- Emailed Board of Governors about what appears to be a lack of equity policies, will set up in person meeting with a representative to discuss this
- Have meeting with SGS and CUPE to talk about the disorganization around mandatory TA training
- CASSC budgets are coming in for approval, will update as necessary. The budgets presented so far have not asked for an increase or do not affect grad students
- Meeting with director of colleges to talk about lack of college resources for grad students

VP Finance: I am paying out conference bursaries and group support bursaries. I will contact Michael Eamon to sort out the liquor licence for the Traill dinner. Shortly, I will begin on the final reconciliation and budget preparation for the Spring GM.

VP Communications: The new TGSA list serve is still being set up, though our Blackboard site is ready to go. I sent out our March newsletter using the Blackboard site.

VP of Student Affairs:

Housing sub committee (March 1, 2017)

Housing Master Plan

Writing the survey: every question had many qualifiers—so it was not meaningful to do. Maybe it will be more beneficial in a focus group. First question was about one page, so it was not very meaningful to go ahead with the survey.

Focus groups are already in place for undergrads so it should not be too hard to pull off—some at trail and some on Symons (lesser). Housing was approved in Dec. to develop a master plan: TGSA was invited but no one got back to Jen.

-furniture, furniture, etc

No additional focus groups will not be necessary because the master plan will cover it all.

a. Scope of work

Increased population of grad students: University is interested in what is the actual demand for housing for grad students—more apartment style housing? More availability?

Elaine requested multiple focus groups and a survey with detailed question: They will be around in the middle of March, and will be here for 4 days: persons to host the sessions will be around.

-Cannot share the information with the general population because the negotiations are still in progress.

b. Student consultation, focus groups, and survey

c. Types of housing options

II. Guidebook/Marketing Materials

Orientation guide for residents: outlines the rules which may not be relevant for the grad guidebook.

TGSA PAGE! What content will we have—can be emailed to Robyn Gundy: Less than 10 pages (DUE before MAY 1st)

-Benefits
-Services

III. Next Meetings: September

Senator: There's not much to report, I attended senate on Tuesday, and got the impression that my contributions to the discussion during the last meeting were not wanted or important due to its neglect from the record. I decided to let it pass, but am currently considering bringing my concerns regarding the minutes up at the next session, and noting the number of times my input has been excluded. Otherwise there is relatively no change regarding the status of the SMAs from the last report, or much to note about anything else that will affect us directly for the time being.

Addendum II:
Commissioner Reports

Equity Commissioner: --

Environmental Commissioner: --

Health Benefits Commissioner: The health benefits committee met briefly after the last board meeting. Since then a questionnaire was developed using the TCSA survey. Also, we are still considering alternatives in terms of the health and dental plan. This issue will need to be further examined after the meeting with StudentVIP and recommendations put forward for the executives to address. Attached is a copy of the questionnaire prepared for the Health and dental benefits for TGSA.

OGSA Commissioner: I don't have a commissioner report, since OGSA didn't have a February board meeting, and the March one hasn't occurred yet.

International Student Representative Commissioner: --