

Summarized Minutes of TGSA Board Meeting, 05/05/2017

Start: 16:07, **End:** 18:00

Location: Wallis Hall 102, Traill College, Trent University

Chair: Alexandra Ha

Scribe: David Hollands

Attendance: Alexandra Ha, David Hollands, Swarsattie Kishun, Mackenzie Armstrong, Anastasia Nepotiuk, Dorothea Hines, Lee Campbell, Yeukai Katanda, Graeme Bishop, Katherine Rosa, Gabriel Maracle, Jessica Hinton, Ibraheem Alimi, Alena Kalinina, Kevin Scotland, Miteb Abunayyan -13 members present at beginning of meeting, 16 members present in total by end of meeting, **quorum met**

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

- a. **Alison Fraser:** Introduction to the TGSA: Hello new executives and new board members. I am very grateful to have you all here. This year, I want to focus on outreach and establishing lines of communication with Traill and the University. Things are happening and we need our voice heard. I really want to encourage your participation to the best of your ability. The hard work of everyone in this room keeps the TGSA alive. We are already short staffed at this point in time, so I am really relying on your participation to get us through. Please check your emails over the summer for important business and online votes. I promise to only email you when necessary. That being said, if you have ideas for areas the TGSA can improve upon, or event, or anything, please let me know!

Minutes

Alexandra Ha reads Alison Fraser's presentation

2. Call to Order

3. Motion to Approve the Agenda: Alexandra Ha

Seconded: Miteb Abunayyan

Discussion

-Anastasia: I'd like to make a friendly amendment to my motion to change the amount to \$890.00.

Approve: 13

Oppose: 0

Abstain: 0

****motion carries****

4. Past Meeting Minutes

4.1 Motion to Approve the Verbatim Minutes from the April 4th, 2017 Board Meeting:

Alexandra Ha

Seconded: Miteb

Approve: 13

Oppose: 0

Abstain: 0

****motion carries****

4.2 Motion to Approve the Summarized Minutes from the April 4th, 2017 Board Meeting:

Alexandra Ha

Seconded: Gabriel

Discussion

._**Kevin and Alena arrive**

Approve: 13

Oppose: 0

Abstain: 2

****motion carries****

****Ibraheem arrives****

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

- a. **Alison Fraser:** Robert's Rules of Order: I do not expect anyone to be experts in Robert's Rules of Order, which we use to govern our meetings. Essentially, Robert's Rules work to ensure fair and orderly discussions and democratic decision making. I will be going over these again in our summer board meeting (motion below) and in September. What I want you to know right now is that all board members may bring any issue to board meetings to be discussed. That means anything from departmental issues to wider Trent issues or community issues. Please never shy away from doing this because you don't understand Robert's Rules. You can email me at any time, and I will help you. You also get to bring issues to General Meetings (these occur twice a year and bring together all graduate students) and executive meetings (which are when the exec meet). Anything you, or any grad student you know of, thinks the TGSA should be doing can, and should, be brought up at any meeting. All you have to do is let the VP Communications know or myself, the President, know at any time. But the sooner the better.
- b. **Alison Fraser:** Sitting on a Committee: As members of the TGSA Board of Directors we need you to sit on one committee of your choosing. Most committees meet once a month for 2 hours and are issue-based, so choose the one that most speaks to you. A list of committees can be found on trentgsa.ca. Please email Alison at presidenttgsa@trentu.ca for more information.
- c. **Alison Fraser:** Monthly Events: The TGSA must host one event per month from September-April. September is usually geared towards orientation, which we will discuss below, Festivus in early December, Spring Fling in mid-April, our Fall General Meeting in November, and our Spring General Meeting in April. Because we do not currently have a VP Student Affairs or a VP Internal Affairs to organize these events, I am setting dates and budgets now to make the lives of the executive easier. As a group, make a list

of the kinds of events you would like to see happen during orientation and any community groups beyond Traill and CUPE that the TGSA can partner with.

- d. **Alison Fraser: Swag Items:** I have emailed Sako Khederlarian (Coordinator, Orientation & Transitions for undergrads) in order to pick his brain about the kinds of successful orientation events that he does for undergrads that could be good for us to do. Traditionally the TGSA does some events in September like a BBQ and gives a presentation about the TGSA at the Grad Studies Orientation. I want to liven things up a bit while not throwing away what we have done in the past. We will do the presentation at the Grad Studies orientation, but this year I want to make and give away TGSA swag, like pens, without logo and maybe contact information. These items should be small and portable. My suggestion for what I have seen in the past is pens, magnets, tote bags, and water bottles. For motion 9.5 below, the Board must decide what combination of items to invest in.

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: Kevin Scotland

Approve: 16

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: Deborah Hines

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

8. Departmental Issues/Question Period

- a. -none

9. Main Motions

9.1 December Festivus

Whereas the TGSA holds its annual non-denominational winter seasonal party, Festivus, in December,

BIRT this academic year's Festivus be held sometime during the period of December 4th-15th, 2017 with a maximum budget of \$500.00.

Justification:

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Motion: Alison Fraser

Seconded: David Hollands

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

9.2 Spring Fling

Whereas the TGSA holds its year-end party, Spring Fling, in April,

BIRT Spring Fling be held during the period of April 9th-20th, 2018, with a maximum budget of \$500.00.

Justification:

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Motion: Alison Fraser

Seconded: Miteb Abunayyan

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

9.3 Fall General Meeting

Whereas the TGSA must have a Fall General Meeting,

BIRT the Fall General Meeting be held at Trill College during the period of November 6th-24th, 2017 with a maximum budget of \$300.00.

Justification:

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Motion: Alison Fraser
Seconded: David Hollands
Approve: 16
Oppose: 0
Abstain: 0
****motion carries****

9.4 Spring General Meeting

Whereas the TGSA must have a Spring General Meeting,

BIRT the Spring General Meeting be held at Trill College during the period of April 2th-24th, 2018 with a maximum budget of \$300.00.

Justification:

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Motion: Alison Fraser
Seconded: Miteb Abunayyan

Discussion

-**note: it wasn't until later in the meeting that David observed that friendly amendments couldn't technically be made to a motion moved by a member who wasn't present at the meeting or had a say. If Alison Fraser has any objections to the year of the event being changed to 2018, please inform the board.**

Approve: 16
Oppose: 0
Abstain: 0
****motion carries****

9.5 Swag Items

Whereas TGSA swag is a great means of advertising,

BIRT the TGSA invest in swag items, to be decided upon by the TGSA Board, with a budget to be determined at a later TGSA board meeting, and

BIFRT these swag items be ready by September 2017.

Justification:

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Motion: Alison Fraser
Seconded: Miteb Abunayyan

Discussion

-Alexandra: I move **to amend this motion to say “minimum” budget of \$200.00**

Seconded: Katherine Rosa

Approve: 1

Oppose: 14

Abstain: 1

****motion fails****

-David: I move **to amend the motion to specify that the budget be determined by the TGSA at a later board meeting.**

Seconded: Katherine Rosa

Approve: 14

Oppose: 0

Abstain: 2

****motion carries****

Vote on Amended Motion

Approve: 14

Oppose: 0

Abstain: 2

****motion carries****

9.6 Summer Board Meeting

Whereas the TGSA Board of Directors must meet once during June-August 2017,

BIRT the Board meet sometime from August 7th to August 11th, inclusive.

Justification:

In our bylaws, the board must meet once over the summer months of June, July, and August. I would like to meet in August to plan for orientation. I would like to meet the second week of August the 7-11th 2017. I am open to changing the dates, but we do need to set the date now. If August arrives and you can't make the meeting you may send someone else in your stead or send your regrets to our VP Communications Ibraheem (vpcommunicationstgsa@trentu.ca).

Motion: Alison Fraser

Seconded: Miteb Abunayyan

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

9.7 Summer Event

Whereas the TGSA must hold one summer event in July,

BIRT the summer event be held anytime from July 1st-31st with a maximum budget of \$200.00.

Justification:

In our bylaws, the TGSA must organize one event in June-August. Michael Eamon has already confirmed with me that Traill can partner with us in July.

Motion: Alison Fraser

Seconded: Miteb Abunayyan

Approve: 15

Oppose: 0

Abstain: 1

****motion carries****

9.8 New Health and Dental Plan MoU

Whereas the TGSA is part of the joint Trent health and dental benefits plan, and

Whereas this new version of the MoU clearly directs the functions of the joint health and dental benefits plan,

BIRT the new MoU be approved by the TGSA Board, and

BIFRT the TGSA president be allowed to sign the MoU.

Justification:

Last year was our first year on the new Trent wide health and dental plan. At this point in time, it does not make sense fiscally and health plan wise for graduate students to leave the joint plan. As such, I have sat down with Tracy Milne (TCSA Operations & Services Manager) to re-write sections of the MoU. It is now much better. It offers clear lines of communication and directs the relationship between the TCSA, TGSA, and TDSA.

Motion: Alison Fraser

Seconded: Anastasia Nepotiuk

Approve: 15

Oppose: 0

Abstain: 1

****motion carries****

9.9 Transfer Amount to Internal Account

Whereas the TGSA now holds a deficit of \$890.00 on the internal account used for poster printings and thesis bindings,

BIRT the VP Finance pay \$1740.00 into the account.

Justification:

This amount was approved with the budget ratification. It will also provide a credit for next year.

Motion: Anastasia Nepotiuk

Seconded: David Hollands

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

9.10 Transfer Amount to Savings Account

Whereas the TGSA bylaws state that a minimum of 2.5% of yearly income be placed into a savings account,

BIRT the VP Finance place \$1200.00 into the account.

Justification:

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Motion: Anastasia Nepotiuk

Seconded: Kevin Scotland

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

9.11 Executive and Commissioner Honoraria

Whereas the TGSA ratified budget has \$7,250.00 set aside for executive commissioner honoraria (\$1000.00 and \$200.00 each, respectively),

BIRT the VP Finance pays these honoraria out, provided that she has received proof of adequate transition documents.

Justification:

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Motion: Anastasia Nepotiuk

Seconded: Katherine Rosa

Approve: 11

Oppose: 0

Abstain: 5

****motion carries****

10. Other Business

10.1 Trent Market Garden ****tabled to following board meeting****

-David: I move **to table to the following TGSA board meeting**

Seconded: Mackenzie Armstrong

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

10.2 Motion to Provide Additional Funds for David

Minutes

****David leaves room, Anastasia takes over as scribe****

Motion: Alexandra Ha

BIRT David be reimbursed for travel fees up to \$100 upon receiving his records of travel fees. coming from Toronto, sometimes every two weeks (or more often)

Seconded: Jessica Hinton

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

10.3 Additional Honoraria for Symons Seminar Series Executive

Minutes

-Anastasia: I wanted to move **to give a \$50.00 honorarium to each of the Symons Seminar Series organizers.** BIRT the Symons seminar series organizers get \$50 honorarium each

Seconded: Jessica Hinton

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

****David returns****

11. Notice of Motions and Announcements

- a. **Alison Fraser: Recruitment for Two Vacant TGSA Executive Positions:** As of right now, the TGSA is short two executive positions: VP Internal Affairs and the VP Student Affairs. Both are very important. VP Internal Affairs manages the TGSA from the inside by making sure we follow our own bylaws and policies. This position also sits on the Colleges and Student Services Committee (CASSC), which essentially decides how student money collected from ancillary fees is spent. We need someone on that committee. VP Student Affairs engages with the graduate student community, the Trent community, and the larger Peterborough community. This person works to advocate for graduate students rights and deals with any problems encountered by individual graduate

students. If you, or anyone you know, would be interested in these positions, they look great on a CV, are good for networking, and pay an honorarium of \$1,000. Please email us at gsa@trentu.ca.

- b. **Alison Fraser: Equity Training:** Each year the incoming executive officers have to do Positive Space and anti-oppression training. This year I would like to open this up to the Board. If you would like to partake in equity training with the executive, you are more than welcome too. The sessions are free and usually only take 2 hours (which doesn't seem long enough to teach anti-oppression, but I digress). We will be starting training in September. If you are interested, please send me an email. I will also send out email invitations to join in. This training is really eye opening and can be translated into so many avenues including TAing.

12. Adjournment

Motion to Adjourn the Meeting: Alexandra Ha

Seconded: Deborah Hines

Discussion

-no discussion

Approve: 16

Oppose: 0

Abstain: 0

****motion carries****

Addendum I:
Executive Reports

President: --

VP Internal Affairs: I have literally just started, but I am working on the transition of positions. I am already planning for our July event. We will be partnering with Traill so far, and I will reach out to CUPE 3908 to partner with them as well. We are short staffed (as I mentioned) so forming partnerships is the best way to make sure we can meet our objectives. I am already planning for orientation, so, please, if you have any ideas on how to jazz up orientation, let me know.

VP Finance: --

VP Communications: I have finished my transition documents for the position of VP Communications--they have been uploaded to the Google Drive. I have also held a meeting with Ibraheem Alimi to go over certain critical details of this position. My office and mailbox keys have been exchanged with Ibraheem. Following this meeting, I relinquish my duties as VP Communications to Ibraheem. Also, I will post my Traill College documentary to the TGSA YouTube page next week, and turn over managing duties of that page to Alimi at that time.

VP of Student Affairs: --

Senator: There's a lot to cover regarding these past few months, which will be important moving forward into the new year. First of all, the Strategic Mandate Agreement (SMAs), which is the document which governs the focus and policy of the university as agreed upon by the government, is still under negotiation, and while a month ago it was looking like the allotted numbers for graduate studies was going to be clawed back to this year's enrollment numbers, as we are not near our goal. We are now getting the suggestion from Leo Groarke that the negotiators are in agreement with Trent, and are pushing the government towards ensuring we continue to have graduate student allotments near or at the level currently specified in the SMAs, to ensure that new programs have the chance to grow and develop, while preventing existing programs from having to suffer or drop their enrollment to accommodate. This is something we'll need to watch and be wary of in the future, but so far it would seem that the entire university is concerned about losing current graduate allotments, and that there has been no suggestion to reassign them to undergraduates in the past few months.

Graduate Studies will be receiving funding for recruiting and advertising, so it is likely that there may be a gradual increase by next year in graduate students. Several programs are coming forward to help support growth in programs that have not seen as many graduate students in the last few years, such as History and Public Texts, through the use of accelerated M.A.s, and the M.Sc. and Diploma in Instrumental Analysis, Masters in Forensic Science, and Post Grad Nursing Certificate in Mental Health and Addictions are all expected to be implemented within the next year, as they all were accepted, (with the Masters in Forensic Science pending quality check), at the last Senate meeting.

News about the library has been quiet, and I'm sure we've all seen the mass exodus of books in the past few weeks.

I've also attempted to ask Leo Groarke about Traill, and the rumours of increased undergraduate students at Traill this coming year. While I couldn't get much, and was told to contact Michael Eamon, it sounds like there will be an increase in the number of registered students who belong to Traill, as well as an increase in residence students. However, I could not get a clear answer about what would be required to make this happen, and want to flag the fact that this may mean further renovations of either the office or grad residence sides of Wallis Hall. This is pure speculation, but I don't know where else in-residence students are going to be placed on Traill campus.

This coming year, as we have no representation on the Board of Governors (a problem in itself!), it means that the TGSA Senator position is automatically selected as the graduate student to sit on the Presidential Review Committee. Yes, Leo and current university powers in the process are under review, and this will be an opportunity for us to provide some feedback to an Administration that tends to dismiss or ignore our concerns.

Student senate positions have also come under concern, as the TCSA has suggested (informally) to convert the vacant Part-Time Students Association (which was dissolved in 2015) seat over to a TCSA seat. Furthermore, Traill College now having an undergraduate cabinet may also need a seat. Of course, we, the students, are being told by the Administration that too many seats are not a good thing. I beg to differ, but that's my opinion. Other than that, I believe I covered the major updates, and thank you for letting me serve as your Senator this past year!

Addendum II:
Commissioner Reports

Equity Commissioner: --

Environmental Commissioner: --

Health Benefits Commissioner: --

OGSA Commissioner: --

International Student Representative Commissioner: --