

**MINUTES of Trent Graduate Students' Association Fall Annual General Meeting**  
**Meeting Date:** October 30, 2013

**Call to order:** An annual general meeting of Trent Graduate Students' Association was held in Bagnani Hall, Trill College on October 30, 2013. The meeting convened at 6: 40 President Karen Everett presiding.

**Quorum:** *quorum made*

**I. Introduction—Karen**

- Ballot Reminder
- Agenda
- **What We Do**
  - ⊗ We represent the interests of graduate students
  - ⊗ We have two way communication with University administration, faculty, staff, undergraduate students, and organizations outside of Trent
  - ⊗ We organize social and academic events, provide financial support, and administer a health benefits plan
- **Who We Are**
  - **The Executive Team:**
    - Karen Everett, President
    - Jason Rae, VP Internal Affairs
    - Gozde Kilic, VP Operations
    - Jenilee Gobin, VP Finance
    - Veronica Lai, VP Student Affairs
  - **The Board:**
    - Kaitlyn Watson, (Interim) Senator
    - Allen Priest, Environmental Commissioner
    - Adam Marques, Equity Commissioner
    - Phil Abbott, Health Benefits Coordinator
    - Steven Martin, CUPE Representative

**II. Election Results—Jason**

Student representative positions have been elected through an online ballot to fill out the rest of the board. A majority of candidates were running unopposed. We had a total of ~80 responses, representing around 20% of the grad student population.

Kaitlyn Watson's bio

### III. Goals For the Year

- **Professional Development Workshops** (Karen)

There is money available from Trill College to do some professional development training this year. We will be sending out an email over the next week or so to find out what topics you are most interested in. It is our goal to have the top three done by the end of April.

- **Equity, Accessibility, and Discrimination Assessment** (Adam)

We'll be sending another survey email to figure out what kind of issues we need to pay attention to around the themes of equity, accessibility, and discrimination.

- **OGS and Tri-Council Transparency** (Kaitlyn + Erin)

OGS moved into an institutional system. Grad students raised their concerns about this shift. We are trying to find out the number of awards given to each school, how the funds are allocated among arts vs. science or first vs. senior year. Our goal is to make the process more transparent. For that end, we met the Dean of Grad Studies and Jane Rennie

- **Budget Cuts & Tuition Increases and Payment Options** (Stephanie)

We are currently in the process of fact-finding about the budgets cuts and try to figure out the rationale behind these cuts so that we can come up with a plan on how to prevent them since they have not been implemented yet.

About the tuition increase, we met with the Dean of Grad Studies. We need to enable respectful and clear financial info coming from the grad studies.

Q/C: Tuition payment deadlines should be moved to meet student needs

- **Health Benefits Review** (Phil)

We made it through the opt-in and out period successfully. The black-out period will be over soon. You can find info on health benefits and dental plan on TGSA website.

Questions to [gradhealth@trentu.ca](mailto:gradhealth@trentu.ca)

Q/C: We should look into including post-docs to our benefit plan

- **Potential Bylaw Amendments** (Jason)

The bylaws will always be found online at [trentgsa.ca](http://trentgsa.ca). This document was created and accepted only last year by the previous TGSA, so it is still very new. We are currently reviewing the bylaws, correcting errors and clarifying ambiguous lines in an effort to avoid changing too much too quickly, however, we are collecting all edits to save up for the spring AGM where we will propose amendments to the bylaws to correct potential problems that may arise/have arisen.

### IV. Communications (Gozde)

- **E-mail:** We prepare and send bi-weekly newsletters (every first and third week of the month) to all grad students containing a summary of TGSA activities as well as campus events and academic information for grad students. We give priority to the events we organize or help fund like Symons Seminar Series, but we will generally include any events and information concerning a majority of grad students.

- **Facebook page:** Currently we have 228 members; a platform for the grad students to share their concerns and ideas, ask questions and find answers. We also post lots of reminders and helpful tips about, for example, bus schedules and services.
- **Twitter:** All the posts you have on FB are also posted on Twitter, only highly curtailed.
- **Website:** Our website was very much improved by the previous GSA, so all I do is to keep it up-to-date. There you can find information on TGSA, bylaws, minutes, directors, events, services, health and dental plan, and bursary forms.
- **Communication Goals:**  
Ensuring transparent, effective communication between the executive and the members & among members:
  - ⊗ TGSA Website: timely updates with news, events, meeting minutes, and info on Symons Series Seminars, Health & Dental Plan, and Funding
  - ⊗ Bi-weekly Newsletters: activities, decisions, upcoming events
  - ⊗ Facebook page: maintaining a respectful environment for all members to share information with each other; frequent reminders of events and deadlines
  - ⊗ Quick response to e-mails

## V. **Finances/Proposed Budget** (Jenilee)

We have two funding sources: Traill College Fee & Levy Fee

- **Traill College Fee:**  
College fees: \$ 22,000. The major change from last year is that we increased the amount allocated to the conference bursaries (\$4,000/semester, \$12,000 total) and reduced conference and group support to \$3,000/year. We support Symons Seminar Series for the amount of \$5,000 and also help 3 Minute Thesis for the amount of \$500. The new addition this year is \$2,000 for general liability and directors insurance.
- **Levy Fee:**  
The money that comes directly from our members: \$12,000. There is an estimate \$2,000 increase. We also have support from CUPE, \$200 for each summer BBQ in total \$600. Also \$200 support for intro week. Last major change is the increase in honoraria from \$100 per year to \$1000 for executives as well as \$50 for directors on the board.
- **Overall:**  
Total income from all sources: \$52,081  
Total expenditure from all sources: \$44,375

## VI. **Social Events** (Veronica)

- **Goals:**
  - To host events that the student body would enjoy during the academic school year
  - To host events that are family friendly
  - To host events that will help graduate students network with students of different disciplines

- **Event Plan:**

Events we have so far: summer BBQs, orientation week, and family movie night

Events we are planning for this year: Hocke Night in November, Festivus in December, Laser Tag in January, Skating or Petes in February, Green Event in March, Spring Fling in April.

**VII. How to Get Involved (Jason)**

**VIII. Questions**

**IX. Ballot Results:**

- The proposed fall budget is approved with 25 votes.
- Kaitlyn Watson is elected as the Senator with 26 votes.

**Meeting Adjourned: 7:17**