

Memorandum of Understanding

Administrative Transfer of Symons Seminar Series for Graduate Studies to Catharine Parr Traill College

Catharine Parr Traill College, Trent University

Trent Graduate Students Association (TGSA)

The Symons Seminar Series for Graduate Research

Proposed Action

It is proposed that the administration of the Symons Seminar Series for Graduate Research, currently associated with the Trent Graduate Students' Association, be transferred under the auspices of Traill College. The leadership of the Series itself would remain with the Symons Seminar Series Executive Committee.

Background:

Catharine Parr Traill College

Established in 1964, Catharine Parr Traill is Trent University's oldest remaining college. It started as an all-female, undergraduate institution and is named after a famed author and early naturalist who lived in the region. It is currently the university's only graduate college and works closely with the Trent Graduate Students' Association and the School of Graduate Studies to develop interdisciplinary programs and services for students and faculty alike.

Trent Graduate Students Association (TGSA)

Incorporated as a not-for-profit in 2012, the Trent Graduate Students' Association (TGSA) acts on behalf of all graduate students enrolled at Trent University. Its main goal is to represent graduate students' interests, advocate for their needs, and promote equity and social justice. The TGSA does this by maintaining communication with Trent University administration, faculty, staff, and undergraduate students, as well as organizations outside of the Trent community. The TGSA also seeks to provide intellectual, cultural, social, and political activities, provide financial support, and administer a health benefit plan for all graduate students.

The Symons Seminar Series for Graduate Research

The Thomas H.B. Symons Seminar Series was established in 2005 as a graduate student initiative to facilitate interdisciplinary understanding and interactions between the Arts and the Sciences. The Symons Seminar Series is composed of seven monthly events where students, faculty, and community members are invited to hear two graduate students' talks: one from the Humanities and Social Sciences and one from the Natural Sciences. Attendees also engage actively in question periods and enjoy opportunities for networking and socialization during intermission. A gala is held at the end of each

academic year to celebrate the achievements of the esteemed student speakers. The Series is organized and led by the Symons Seminar Series Executive Committee (“the Executive”).

Terms of Transfer

We the undersigned agree:

- 1) That the Symons Seminar Series for Graduate Research become a program of Traill College, with its administrative operations falling under the responsibility of the college principal. The leadership of the Series itself would remain delegated to the Symons Seminar Series Executive Committee. The principal shall respect the integrity and objectives of the Symons Seminar Series and will not unduly interfere with its operations.
- 2) That the university accounts of the Symons Seminar Series be transferred to the control of Traill College under the sole fiduciary responsibility of the college principal, who would advise and consult the Executive as appropriate.
- 3) That Traill College will contribute both financial and in-kind support to the continued maintenance of the Symons Seminar Series.
- 4) That any stipulated or implied oversight or fiduciary responsibility of the Symons Seminar Series by the TGSA shall end. The TGSA will, however, continue to make timely and annual financial contributions to the series at a level to be determined by its membership.
- 5) That the TGSA shall amend its bylaws to reflect the above noted commitments.
- 6) That the Symons Seminar Series Executive Committee shall amend the constitution and bylaws of the Symons Seminar Series to reflect the above noted commitments, as well as the following changes:
 - a. The college principal will oversee the election of the board of directors; ensuring that the process is well-advertised, equitable and held at least four months before the beginning of the Fall Academic Term.
 - b. The Executive will develop a balanced budget to be presented to the college principal at least three months before the beginning of the Fall Academic Term.

This agreement will be in effect from the date of signature below.

Review or Termination

The college principal will revisit this agreement with the leadership of both the TGSA and Symons Seminar Series Executive Committee each May. Alteration or termination of this agreement can only be done with agreement of all parties.

As agreed to on _____ by:

_____	_____	_____
Dr. Michael Eamon	Laura Thursby	Charise Carrier
Principal, Traill College	President, TGSA	President, SSS Executive Committee