

## **MINUTES of Trent Graduate Students' Association**

**Meeting date:** Monday, May 30, 2011

**Call to order:** An executive meeting of the Trent Graduate Students' Association, was held in Scott House Senior Common Room on May 30, 2011. The meeting convened at 7:00 PM, President Karen Gillis presiding, and Shanel Raney, VP Operations.

**Members in attendance:** Bethany Hunt, Hilary Fast, Kristen Schultz, Megan Lloyst, Agnès Pelletier, Jason Henry, James Lisowski

**Members not in attendance:** Kama Maureemootoo (regrets)

### **Bursary Applications:**

- Multiple applications for May 2011 deadline, but there were more applicants than funds.
- Therefore, anyone who had not received a conference bursary from the Trent GSA for this academic year (September 2010 – Present) will receive a portion of their claim.
- Some students claimed items which are listed as non-claimable expenses therefore these expenses were removed from their total claimed expense, (such as food, computer parts, etc.)
- There is approximately \$3950 to cover conference bursary applications for the May 2011 deadline. In previous years when application reimbursements exceeded available funds, every applicant received a percentage of their application so that the total available funds were evenly distributed, (last time each applicant received 75.25% of their \$250 claimed expenses, receiving \$188.18). An issue is if a person claimed under the maximum amount some received the full claim, i.e. if the claim was under \$188.18. Kristen Schultz (VP Finance) has suggested that everyone no matter their total claim all receive a percentage of their claim so that the allowable funds are evenly distributed to all claimants.

*Motion:* Moved by Kristen Schultz that Trent GSA pay 75.25% of eligible claims to all 18 students.  
Seconded by James Lisowski

**Motion carried unanimously.**

- Two of the 18 students had failed to state that they had received a conference bursary from the Trent GSA this academic year (September 2010 – May 15, 2011); since each student is entitled to one instalment of conference bursary funding from the Trent GSA an academic year (September, January, May) and may only receive excess conference funding on another application in the academic year if funding is available a motion was made.

*Motion:* Moved by Kristen Schultz that Trent GSA adjust the number of students awarded conference bursary funding from 18 to 16 and therefore from 75.25% claim to 86% of their claim and save the two students who received money this year until the term budget is finalized/determined.

**Motion carried unanimously.**

**Health Plan:** (Greenshield)

- Update: Beth Evans will be administering it this year → Opt In's/ Opt Out's

-Greenshield will have a website for Trent graduate students detailing coverages

-Karen Gillis (GSA President) will look into opting in students currently on parental leave and how adding a dependent to this health plan will work.

**GSA Inc.:** Karen Gillis (GSA President) will discuss with Allison Hayward (former GSA President) where the GSA from 2010/2011 have arrived in the process and bring up in a future GSA meeting.

**Orientation Week:**

- Welcome BBQ put on by Graduate Student Office has asked GSA to contribute \$750 of the \$1900 it will cost to put on as their budget has been cut. But last year the GSA had only \$1100 to put on the whole orientation week. The decision about contributing money for the graduate student office BBQ will be put on hold till a later meeting.

-TA training: previous GSA (2010-2011) wanted to make the training more hands on. To do this potentially will solve this idea within departments.

*Motion:* Moved by James Lisowski that Trent GSA strike an Orientation Week Committee chaired by Megan Lloyst (VP Student Affairs).

**Motion carried unanimously.**

**Academic Skills Center:** will look into recruiting student contacts from each department for new students to ask questions to.

**Graduate Student Office:** the office is leaving J. Blackburn Hall to an un-determined location. Karen Gillis (GSA President) will suggest that the GSA thinks the most convenient place for all graduate students would be either Bata library or Champlain College.

**Website:**

-will make an international student tab for international student information.

-will work on/update the "about us" section: detailing what we are actually doing in the GSA currently

-will add a few sentences about each GSA member along with a picture of each member so that new students will be able to identify their GSA members

-will look into creating a forum on the website so that graduate students can share/post information (roommate adds, selling stuff, committees)

**Newsletter:** monthly update for graduate students: send a PDF around post some in common areas for better student access, potentially build a subscribe list of interested graduate students

**Facebook Group:**

- Facebook group needs to be updated, admins changed to current position holders

- Hilary Fast (VP Communications) will look into changing facebook group to a Trent GSA page or make a Trent GSA account so that graduate students can add Trent GSA as a friend and post information or questions on the Trent GSA wall (will discuss pros/cons of facebook GSA page or account at the next meeting)

**Social Events:**

- Summer BBQ's: last year the budget was approximately \$750 for three BBQ's. The plan so far this year the plan is have three BBQs again. The first one to be mid June after the next meeting Megan Lloyst (VP Student Affairs) will have the details on costs and date.

- Summer boat cruise/pub crawl this July: Megan Lloyst (VP Student Affairs) and Shanel Raney (VP Operations) will look up further information on the event so that it can be discussed at the next meeting.

**Adjournment:** The meeting was adjourned at 9:30 PM.

**Next Meeting:** In two weeks (June 13, 2011) at 7:00pm in Scott House. Before the meeting everyone will send all members reports on what they have worked on over the two weeks between the meetings.

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VP Operations  
Trent GSA

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Date of approval