



TGSA Board Meeting Summarized Minutes

Date: October 7th, 2021 (Thursday)
Start time: 3:00 pm **End time:** 4:26 pm
Location: Zoom video conference

Chair: Sebastian Johnston-Lindsay

Scribe: Stephanie Gao

Attendance: Sebastian Johnston-Lindsay, Gabriella Peters, Devon Howell, Richard Moore, Cheryl Mitchell, Melissa (Alex) Miller-Gerrard, Conner Elverson, Shiva Javden, Tanya Aminataei, Nisarg Patel, Beatriz Bento

Regrets: Emma Kaszecki (Environmental Commissioner), Madison Moore

Absence without Regrets: George Danso, Autumn Jordan

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

Introduction and updates from board members

2. Call to Order

We respectfully acknowledge that we are on the treaty and traditional territory of the Michi Saagiig Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

3. Adopt the Agenda:

Mover: Devon

Second: Gabriella

Discussion

Approve: All

Oppose: 0

Abstain: 0

4. Past Meeting Minutes

Adopt the Minutes from Summarized Minutes from September 2nd,t 2021 Board Meeting

Mover: Devon

Second: Gabriella

Discussion

Approve: All

Oppose: 0

Abstain: 0

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

a.) President - Sebastian

a. Motion:

On behalf of VP Finance -

Motion for additional funds for the Emergency Bursary account under COVID:

In response to the ongoing COVID-19 pandemic, the TGSA wishes to expand the emergency bursary fund to support COVID-19 specific claims by allocating \$5,000 to the emergency bursary account, including bank fees. The Emergency Bursary account originally amounted to \$5,000.00 at the beginning of this fiscal year yet has decreased significantly to \$1,160.79 in response to increased demand during the pandemic.

The TGSA would like to continue to support graduate students by providing meaningful support to them throughout the remainder of the 2021/2022 fiscal period. Due to the ongoing nature of the pandemic, the TGSA has been forced to re-evaluate the way our funds are distributed. Since many events are no longer able to take place in person, we feel that our duties have shifted to supporting our students in other ways which improve their lives and comfort from a distance.

Whereas Policy 6.07 of the TGSA's governing document states that "The capital reserve may be used in an emergency scenario to help or maintain the basic functions of the TGSA. Emergency use of the capital reserve can only be done upon majority vote of The Board."

And noting that the current Balance of the Capital Reserve being \$50,041, approximately \$10,000 above its minimum balance, as per Policy 6.05.06 which states in part that "...funds will only be added to the capital reserve so as necessary to maintain \$40,000."

I move that an additional \$5,000 be moved from the Capital Reserve Account to the Emergency Bursary account to support emergency funding that graduate students face throughout the 2021/2022 fiscal period.

In accordance, the finalized budget for the remainder of the 2021/2022 fiscal period for emergency bursaries will be \$10,000.00.

The emergency bursary account, currently at \$1,160.79, will be increased to \$6,160.79.

Mover: Richard

Second: Beatriz

Discussion: Sebastian and Connor will be going forward to transfer the money into the emergency bursary account out of the Capital Reserve. The additional funding will help graduate students who were greatly impacted due to COVID-19.

Approve: All
Oppose: 0
Abstain: 0

Motion Passed?
Yes

Updates (from Sebastian regarding role as VP Finance): In the past month, 26 academic bursary applications have been received. The TGSA received \$2400 from CUPE that is for the 2021/2021 academic year. TGSA will receive another \$2400 for the 2021/2022 year.

b. Motion: On behalf of VP Internal Affairs

Psychology Representative - Jordan MacDonald

Under By-Law 16.01 a. "If a Psychology representative is not elected by their constituents in a timely manner, then one may be appointed by majority vote of the Board" I move that in the absence of any other nominees from the Psychology graduate program at Trent, the Board appoint Jordan MacDonald as Program Representative for their respective program.

Mover: Devon
Second: Gabriella

Discussion:

Approve: All
Oppose: 0
Abstain: 0

Motion Passed?
Yes

c. Big Data Analytics Representative – Jithendra

Motion: Under By-Law 16.01 a. "If a Big Data Analytics representative is not elected by their constituents in a timely manner, then one may be appointed by majority vote of the Board" I move that in the absence of any other nominees from the Big Data Analytics graduate program at Trent, the Board appoint Jithendra as Program Representative for their respective program.

Mover: Devon
Second: Gabriella

Discussion:

Approve: All
Oppose: 0
Abstain: 0

d. M.A. Cultural Studies - Egan Henderson

Motion: Under By-Law 16.01 a. "If a M.A. Cultural Studies representative is not elected by their constituents in a timely manner, then one may be appointed by majority vote of the Board" I move that in the absence of any other nominees from the M.A. Cultural Studies graduate program at Trent, the Board appoint Egan Henderson as Program Representative for their respective program.

Mover: Devon
Second: Gabriella

Discussion:

Approve: All
Oppose: 0
Abstain: 0

e. Frost Centre MA Representative – Cheryl Mitchell

Motion: The Frost Centre Student Association (FCSA) has acclaimed Cheryl Mitchell as their MA Representative to the TGSA. Under By-Law 16.01 a., "The right to elect a representative shall not be arbitrarily withheld from any constituent group" by the TGSA Board. In the absence of any legitimate concern about the nomination of this candidate who has been duly acclaimed and put forward by their constituent group, in this case the FCSA and the graduate students which make up its membership, I move that the Board appoints Cheryl Mitchell as the FCSA MA Representative to the TGSA.

Mover: Devon
Second: Gabriella

Discussion:

Approve: All
Oppose: 0
Abstain: 0

f. Meeting update with James Conolly, Acting Dean of Graduate Studies

Mr. Connolly is open to working with the TGSA. Mr. Connolly raised the idea of a paid position in the School of Graduate Studies for guiding international students at Trent (incoming and current). Beatrice might be interested in this affair.

g. Meeting updates with other associations

Nicole Covey, President of the Frost Centre Student Association and Tanya did a wonderful job with cohosting the Candidates Roundtable event. Had a decent turnout of 28 people despite being a Friday night.

h. Other

- i. Richard Moore has been officially recognized as a member of the Board.
- ii. Two resignations were made from the VP Internal Affairs and VP Finance in the past week. Board members are welcome to apply for these positions.
- iii. Board members are encouraged to apply and attend committees.
- iv. At one of the previous executive meetings, there has been discussion of increasing honorariums, however, the TGSA does not have the funding to increase the amounts now and cannot do increase levy fees.

b.) VP Senate – Devon

a. Senate Report

- i. Overview of TGSA Senator assignments

The September Executive Senate Meeting did not happen and was cancelled. An orientation for new senators was held, Devon can share the minutes from that meeting. Devon will be meeting with the senate executives soon. The senate wants to restructure the seats to provide room to student representation, either to give a seat to a student in the Durham campus or to an additional graduate student at the Symons campus.

- ii. Participation in senate committees

Board members required to sit on at least one committee. With two executive members resignation, there are now more empty senate committees. Members are encouraged to look at the available seats as they are numerous empty positions with minimal student representation.

b. Attendance And Participation

- i. A note on board member attendance and participation in TGSA meetings
- ii. Proposed amendments to the current bylaw(s)

Motion:

*Current Wording of the “Board Meetings and Special Board Meetings”
BYLAW 12 section .06*

The italicized text below indicates the current wording of bylaw 12.06.(01)

12.06 Executive Officers and Board Members shall be expected to attend all Board Meetings and Special Board Meetings. If any member of the Board is unable to attend a meeting, they shall forward their regrets to the Executive prior to the meeting time. Attendance by proxy is not permitted.

12.06.01 If three (3) business days' notice of the meeting is not given, a Board Member may miss the meeting without forwarding official regrets to the Executive.

I propose that bylaw 12.06. be amended with the addition of section 12.06.02

12.06 Executive Officers and Board Members shall be expected to attend all Board Meetings and Special Board Meetings. If any member of the Board is unable to attend a meeting, they shall forward their regrets to the Executive prior to the meeting time. Attendance by proxy is not permitted.

12.06.01 If three (3) business days' notice of the meeting is not given, a Board Member may miss the meeting without forwarding official regrets to the Executive.

12.06.02 Failure to attend three (3) Board Meetings or Special Board meetings without prior written notice to the Executive, with reasonable justification for absence, will be considered a negligent action and by extension impeachable offence under bylaw 21.01 "... In the event that a member of the Executive Board Members, or TGSA committee representative neglects or abuses their duties, they shall be subject to discipline or impeachment."

Mover: Richard

Second: Cheryl

Discussion: Richard mentions dispersed unattendance and sequential unattendance

Approve: All

Oppose: 0

Abstain: 0

c.) VP of Internal Affairs – Gabriella

A new event has been scheduled for October 15, 2021 at 6-8pm: Card Against Humanity Virtual Game Night. Later this month TGSA will be having a spooky ghost walk in collaboration with Traill College. Michael Eamon will be leading this spooky walk. Another event is under discussion, Gabriella hopes to host a Scavenger Hunt. Richard suggests to reach out to other committees and organizations for collaborative events.

Every Monday we're going to have Mental Health appropriate posts to share on social media platforms.

d.) VP Communications – Stephanie

Updates to the website with more up to date information, including the deadlines in the calendar. Interacting on our social media accounts more often to increase engagement, so I'm on it every day to remind people we're still here. Drafting and creating posters when ever necessary. Also currently working on the newsletter.

e.) Equity Commissioner – Tanya

Tanya has been trying to keep in contact with the TCSA for new events. Tanya is hoping to create a racial diverseness week in which the TGSA can invite artists from various communities. Tanya hopes to have better communication from the TCSA and will keep the Board updated.

f.) International Student Commissioner – Beatrice

Beatrice hopes to create a checklist for incoming students in the future. This checklist will include various things an international student will have to do as an incoming student to Trent. This list will also simplify tasks due to COVID as a new student.

6. Updates from CUPE – Shiva Javdan

This will be Shiva's last meeting with TGSA. The main concern for most people in teaching positions is a student who is not willing to comply to COVID safety rules (refusing to put on mask, purposefully coughing on others, etc), there is a designated security team that can be called who can come and mediate the situation.

AGM happening this month for Unit 1 and 2. All members are encouraged to register and attend.

7. Executive Reports (see Addendum I)

- a) President
- b) VP Internal Affairs
- c) VP Communications
- d) VP Finance
- e) VP Student Affairs
- f) VP Senate Representative

Minutes: Additions to Executive reports

Motion to Approve the Executive Reports

Mover:

Second:

Discussion

Approve:

Oppose:

Abstain:

8. Commissioner Reports (see Addendum II)

- a. Equity Commissioner
- b. Environmental Commissioner
- c. International Student Representative Commissioner

Minutes: Additions to Commissioner reports

Motion to Approve the Commissioner Reports

Mover:

Second:

Discussion

Approve:

Oppose:

Abstain:

9. Question Period and Departmental Issues

10. Business Arising from the Minutes

11. Motions

12. Other Business

13. Notices of Motions and Announcements

- a. The next board meeting will be held on November 4th at 3:00 pm
- b. The reports and motions for that meeting are due June 28th
- c. The next Executive meeting will be held on October 28th at 3:00 pm

14. Adjournment

Motion to Adjourn the Meeting

Mover: Gabriella

Second: Alex

Addendum I
Executive Reports

Sebastian (President):

This month saw the return to campus for many students, instructors, and administrators here at Trent. So far things have gone smoothly despite the many legitimate concerns brought forward at various meetings and town halls that were held by student groups.

I met with the Acting Dean of Graduate Studies, James Conolly, who is looking forward to working with the TGSA and being open to hearing from us on a variety of issues. I filled him in on a number of issues the TGSA is looking to address and requested signed forms that we had been waiting on from Graduate Studies. He is largely in favour of us creating our own email list and would be open to helping if needed. One thing he raised was that he would like to bolster the relationship with Trill College and graduate students and would like to work with us and Michael Eamon in order to see that happen.

One major idea he discussed, and this is one thing that I think I need to speak to our International Student Commissioner more about is the creation of a paid position through the Graduate Studies office who would help answer questions for international students who are looking for housing when moving to Peterborough. I think this is a good idea and one which I think the TGSA should support, but at an arms length and a resource for the person this role to liaise with during the length of their contract. I would be curious if anyone had some recommendations or ideas concerning this which I can relate back to James at our next meeting?

Beyond that, the joint FCSA - TGSA Candidates Roundtable event went very smoothly. Thank you to anyone who attended. We managed to get 28 people out for a political event on a Friday night so we were quite happy with that. This was all thanks to the President of the FCSA, Nicole Covey and the FCSA Secretary, Tanya Aminataei, who of course is also our Equity Commissioner.

CASSC Committees have started back up again, and so I've been quite busy attending those meetings. I hope by now everyone knows which committees they will be serving on for the next year and look forward to having strong TGSA representation on all of these various committees.

The Executive met once for a meeting regarding the possibilities of increasing honorariums for Execs and Commissioners, however, it ultimately was deemed untenable from an ongoing financial point of view. I will continue to explore possible options for revenue or funding.

Finally, there is also a deep concern within our ranks that our body isn't wholly or properly recognized by administration here at Trent as the voice of graduate students. Numerous instances of neglect over the past summer have culminated in some fairly sour feelings amongst members of the Executive, especially when combined with low pay and over work. This is something that I hope to keep looking to resolve but wanted to thank everyone for their service to ensuring the continued operations of the TGSA despite these difficulties. We've been attempting to rebuild for years now and everyone who is here has a big part in the work we do for students.

On behalf of VP Finance -

Motion for additional funds for the Emergency Bursary account under COVID:

In response to the ongoing COVID-19 pandemic, the TGSA wishes to expand the emergency bursary fund to support COVID-19 specific claims by allocating \$5,000 to the emergency bursary account, including bank fees. The Emergency Bursary account originally amounted to \$5,000.00 at the beginning of this fiscal year, yet has decreased significantly to \$1,160.79 in response to increased demand during the pandemic.

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On behalf of VP Internal Affairs -

Psychology Representative - Jordan MacDonald

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program at Trent, the Board appoint Jordan MacDonald as Program Representative for their respective program.

Big Data Analytics Representative -

Motion: Under By-Law 16.01 a. "If a [Program] representative is not elected by their constituents in a timely manner, then one may be appointed by majority vote of the Board" I move that in the absence of any other nominees from the Big Data Analytics graduate program at Trent, the Board appoint Jithendra as Program Representative for their respective program.

Devon (VP Senate): -

This month the first meeting of the senate executive committee was canceled by senior administration without explanation. However, the first meeting of the Senate General Assembly met the week of the 14th. Agenda items included a report from the undergraduate studies committee, a graduate studies report, and a review of the minutes from the May 18th, 2021 meeting. An orientation session for new Senators followed the meeting.

Additionally, this month I collected information for the Senate Secretary concerning committee membership. Most of the "important" positions have been filled. In some cases, I assigned individuals to committees to ensure that graduate students' needs and voices are heard on critical issues. However, I am disappointed with the lack of interest in Senate committees and the further lack of response from Program Representatives; I hope the pressure placed on the executive committee pertaining to university service can be alleviated soon.

On a side note, Meghan has abruptly resigned from her position, so I will be covering her senate and CASSC obligations for the foreseeable future. This means that for the time being, I will be serving on the Senate Executive, General Assembly, and five other subcommittees. Should this become too burdensome with my day-to-day master's work, I will notify the chairs of the relative committees, and a replacement TGSA Senator will be found.

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Mariana (VP Finance):-

We received a donation from CUPE in the total amount of \$2,400. I wrote a motion to add these funds and funds associated with events (because we are not sure how and if events can take place) and with orientation (which were not spent according to our records) to our Emergency Bursary account (see more information in the motion attached).

This month we received 26 Academic Bursary applications, 25 of which were approved (one was rejected because the student had already received their reimbursement from CUPE) amounting to a total of \$2,825.86 sent out as reimbursement for books, conference fees, etc.

We had two meetings about mental health this month. In the first meeting we discussed honoraria increase too and it was decided that we probably do not have enough funds to increase honoraria.

As for mental health, it was decided that Gabriella and I will be responsible for posting on social media on Mondays (Motivational Mondays). It was decided that we will gather all dates that are relevant mental health-wise so we can post statements in our social media. I will also create a folder with social media content.

Gabriella decided that we should create an event per month to help boost mental health in our graduate community. We decided that we probably want to do a ghost walk in October. I was told to reach out to the Trent Valley Archives as they organize Ghost Walks for private groups.

Gabriella (VP Student Affairs):-

School started this month, meaning that the committees at Trent started holding their meetings again. I am the TGSA representative for the Teaching and Learning Advisory committee. At the meeting we discussed topics such as teaching awards, online teaching and the fellows. Most

notably, some concerns around teaching during the pandemic came to light. There is still some overall confusion on Covid-19 procedures, and who students should be directed to with their health-related concerns. This confusion exists within faculty and admin as well. It was discussed that it should be standard that students who have to miss class due to not passing the covid screening should have some sort of accommodations, such as SAS notes of what they missed in class and/or making sure that recordings of class are mandatory for faculty.

I have also volunteered to sit on the convocation committee for CASSC

I volunteered to help Mariana, VP Finance, with a new mental health initiative. The TGSA will be starting a few new things. One idea that I proposed is Motivational Mondays, in which we will be posting motivational/thoughtful posts to our social medias. We will also be reaching out to the Student Wellness Centre to talk about how we can better advertise the mental health programs that are offered through Trent and make students more aware that they should use these services if they need to because they are paying for them.

I reached out to Trill College this month to try and book Kerr field to have a BYOT/C Event (bring your own coffee/tea event), but my email fell through the cracks, so we will be delaying the event this month to put our effort into planning and running a spooky ghost walk in October. We want to end the event at Trill by offering some packaged chips and candy. We hope to run this event in collaboration with Trill College. I have reached out to them and am waiting for a response.

We have planned out some event concepts for the next few months. So far we want to have a Trent scavenger hunt, we want to hold a Student Experience Portal event, as well as a Chat With the Grads- grad school application event.

Emma (Environmental Commissioner): -

Early this month I met with Shelley Strain from the Sustainability Office at Trent. She informed me that Trent is very active behind-the-scenes to showcase its environmental awareness and excellence through a number of certifications. This includes being ranked the third greenest university in Canada according to Greenmetrics world university rankings and plans to begin tracking sustainability according to The Sustainability Tracking, Assessment & Rating System (STARS). While Shelley had heard of the UC3, she noted that Trent tends to aim for environmental greatness in the absence of publicity and the UC3 may be a little flashy. This in mind, there is potential for membership in the event that applications for other certifications can be used as a foundation for UC3 applications. Shelley mentioned that she will begin to share information with me about sustainability applications and advancements and reach out if I can be of any assistance on her projects.

A week after meeting with Shelley I met with Catherine Gaudreau from the Sustainability Office at Queen's University to discuss how they were able to join the UC3. Catherine highlighted the significant academic component to the UC3. That is, climate change research is required by all institutes involved in the UC3, in addition to sustainable practices by the universities. The involvement of faculty, including Shelley and President Leo Groarke, are necessary. She also mentioned a \$5000 yearly due for being a member of the organization. Following our conversation, she connected me with Mia Sen and Michele Madia from Second Nature, the organization that founded the UC3, to share more information about joining. We are set to have a meeting via Zoom in October.