



TGSA Board Meeting Minutes

Date: May 29th, 2023

Start time: 6:08 pm **End time:** 7:31 pm

Location: Zoom Conference

Chair: Emma Kaszecki

Scribe: Sarah Rayner

Attendance: Emma Kaszecki, Sarah Rayner, William Kim, Daniel Palberg, Conner Elverson, Heather Klyn-Hesselink, Henrietta Appiah, Jaz Raine

Regrets: Sebastian Johnston-Lindsay

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

Introductions and update 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: Will

Second: Daniel

Discussion

Approve: All

Oppose: 0

Abstain: 0

4. Adopt the Minutes Previous

Mover: Will

Second: Heather

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

a.) Emma — President

(i) Celebration of Research Excellence (detailed notes in appendix)

- (ii) Food Services RFP Meeting (detailed notes in appendix)
- (iii) Bursary Meeting with SGS (detailed notes in appendix) —How do we handle grocery bursaries? Possible solutions: discuss monthly donation to TCSA Food Pantry, grocery cards (which is easier to provide to all, including Durham students)
- (iv) Convocation Meeting (detailed notes in appendix)
- (v) Meeting with Tracy Flaherty (detailed notes in appendix)
- (vi) Attended Amphitheatre launch at Trill

b.) Daniel—VP, Internal Affairs

- (i) Completed onboarding package and has been going through GSA bylaws, policies and procedures
- (ii) Reviewed financial statements, projections, and budget
- (iii) Email correspondence, as needed

c.) Sarah —VP, Student Affairs

- (i) Contacted LiftLock cruises as an option for summer event—it might be pricey, but worth it since we only have one event? We can limit tickets, as summer turnout might be smaller
- (ii) Planning out events for the year—please feel free to reach out if there's anything you want to see in particular!

d.) William — VP, Senate

- (i) Attended TGSA Executive meeting to discuss the upcoming year

e.) Jaz — Equity Commissioner

- (i) Had a meeting with Arwen regarding disclosure training for TAs
- (ii) Met with Leila from the Seasoned spoon about a monthly Lit Café event, which can be used for specific themes (such as having one during Black History Month)

f.) Henrietta—International Student Commissioner

- (i) Wanting to do a newsletter for international students, and has been contacting offices on how to best distribute it
- (ii) Possible Niagara Falls trip for international students—a draft budget has been submitted, waiting for executive discussion
- (iii) Wanting to start a committee for international students

g.) Heather—Environmental Commissioner

- (i) Slow month, no meetings planned

6. Finance & Operations Coordinator—Connor Elverson

7. Updates from CUPE

8. Question Period and Departmental Issues

9. Business Arising from the Minutes

10. Motions

11. Other Business

12. Notices of Motions and Announcements

- a. The next board meeting will be held TBD
- b. The reports and motions for that meeting are due TBD

13. Adjournment

Motion to Adjourn the Meeting (7:31 pm)

Mover: Will

Second: Heather

Emma (President)

Celebration of Research Excellence

- Attending the Celebration of Research and Teaching Excellence Awards
 - I sat on a number of committees that adjudicated Research awards this year
 - Shout-out to our own William Kim for winning the Excellence in Graduate Teaching Assistantships Award

Food Services RFP Meeting

- The Chartwell's contract is up at the end of the 2023-2024 Academic Year so a third-party consulting group met with myself and the President's of the TCSA and TDSA to go over what we would like to see from food services in the next contract
 - Discussed pros and cons of the current services and recommendations for what we want to see from companies submitting a bid for the contract

Bursary Meeting with SGS

- Discussed the specifics of what we would like to see for how the TGSA bursaries are distributed (according to the new by-laws)
- Question: Does anyone have ideas for how to implement grocery assistance?

Convocation Meeting

- For the 2022 convocation ceremony we hired local photographer Lou Fitze to take photos of the graduates as they walked across the stage and posed with Chancellor Stephen Stone. These photos were offered to students for free by the TGSA, of which 87% contacted us for their photos.
- Concerns were voiced by the Convocation team this year about this happening again, namely that there would be two photographers at the ceremony (Lou and Miranda Studios), and one does not provide the caliber of service that administration and faculty are used to.
- Potential solution:
 - The TGSA will partner with Miranda Studios to pay her to take a free photo of the students walking across the stage.

- The TGSA will provide free headshots in the Alumni Atrium (in TSC) for students following the ceremony.

Meeting with Tracy Flaherty

- Notes to come

Jalynn Bennett Amphitheatre Grand Opening

- Attending on May 31st on behalf of the TGSA

Daniel (VP Internal Affairs)

- Completed required AODA and organization training standards.
- Review of financial statements, GSA budget, and projections.
- Reviewed financial and executive responsibilities with Connor.
- Registration & authorization of GSA bank account access; meeting at KCU pending.
- Review of GSA bylaws and familiarization with executive rules and procedures.
- Email correspondence.

Sarah (VP Student Affairs):

- Contacted Liftlock Cruises about a potential summer event
- I've been laying out groundwork for the upcoming year's events—please reach out if you have any ideas you want to see, or if you want to collaborate!
- Completed the onboarding package

Will (VP Senate Report):

- Attended TGSA executive meeting to review planning for this upcoming academic calendar.

Addendum II

Commissioner Reports

Jaz (Equity Commissioner):

- I've been working slowly with Arwen who I am seeing Wednesday on disclosure training next steps for August/September.
- Last night I met with Leila who manages the spoon about using it for monthly themed literary cafe's which we can also use for a Black History Month event in 2024.

Henrietta (International Student Commissioner):

- Sent training completion forms to the President of TGSA
- Did some research on possible Niagara Falls trip for international graduate students.
- Contacted international office and was directed to Graduate Studies office regarding getting a listserv just for graduate international students. I was informed that I can create a message and it will be forwarded to all students in August to allow graduate international students to subscribe to my newsletter.
- Thinking about forming a committee for graduate international students' affairs. I noticed
- there is none listed on the website concerning the committees.

Heather (Environmental Commissioner):

This month has been slow in terms of TGSA work. There are no committee meetings until June, and a meeting with Shelley and the caretaker staff isn't until the end of May to discuss the next steps for the laboratory recycling program. I have taken this lull to focus on getting my summer field trial up and running on the experimental farm and mentoring two undergraduate students that have joined our lab group.

Addendum III