

**TGSA Board Meeting Minutes—Annual General Meeting**

**Date:** February 27th, 2023

**Start time:** 5:47 pm **End time:** 6:39 pm

**Location:** Zoom video conference and in-person

**Chair:** Egan Henderson

**Scribe:** Sarah Rayner

**Attendance:** Emma Kaszecki, Sarah Rayner, Egan Henderson, Jaz Raine, William Kim, Connor Elverson, Heather Klyn-Hesselink, Jordan MacDonald, Margaret Appiah

(TGSA Membership, initials for anonymity) CH, JM, PF, HW, OH, AK, WK, SR, EM, EM, RR, AA, BF, SM, MN, ML, JE, HK, RR, DP, OL, JR, JJ, MM, LB, MZ, MN, SM, MA, JE, PP, AM, AK, KS, AS, BO, DH, HA, CA, VE, YU, LY, GR, CL, SR, EK, DS

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

Welcome, land acknowledgement, equity statement, and how this meeting will proceed

**2. Call to Order**

* How this meeting will proceed

**3. Adopt the Agenda for Annual General Meeting**:

Mover: Sarah

Second: Margaret

Discussion

Approve: All

Oppose: 0

Abstain: 0

**Aprove the Minutes from the previous Annual General Meeting**:

Mover: Sarah

Second: Margaret

Discussion

Approve: All

Oppose: 0

Abstain: 0

**4. AGM Presentation(s), Updates, and Discussion (s) with/without motions**

**(1.) Emma Kaszecki—President**

This was a very successful year, with some of the major outcomes being:

* Strengthened relationship between the TGSA and graduate students, the TDSA, and Trent University Administration
* Regularly meet with members of senior administration to touch-base about the evolving graduate student experience at Trent and educate about what they can do to improve it;
* Regularly attend events at Trent Durham with the TDSA and partake in events on Symons campus to bring events and activities to graduate students; and
* Represent graduate students on the Research Policy Committee
* (R.P.C.), the Data Management Committee (D.M.C.), IT Strategic
* Planning Committee (IT S.P.C.), and the Graduate Studies Committee (G.S.C.) to ensure a steady line of communication between Trent and graduate students.

Some of my notable projects have included:

* Overhaul of the TGSA By-laws and Policies to optimize operations of the Association, ensuring effective and efficient governance with more time for advocate for graduate students;
* Hired a photographer to take free photos of graduate students at convocation
* Designed graduate student apparel with a local Peterborough business; and
* A tuition reduction mechanism for overtime thesis students that is now in the final design stage with planned implementation scheduled for the upcoming academic year

Some planned projects for the upcoming year if re-elected are:

* Continuing to work with AVP Bianco and VP Al-idrissi to have exclusive graduate space on Symons campus; and
* Organize and implement a mentorship program with VP Bruce for graduate students to enhance their professional toolkit and better prepare graduate students for life after they graduate; and
* Advocate to improve the “Graduate Supervisor – Roles and Responsibilities” policy and procedures with the School of Graduate Studies and Provost Khan.

**(2.) VP, Finance & VP, Internal Affairs**

* Outcomes from 2022-2023 VP, Finance—Distributed over $30,000 in Academic Delvelopment and Emergency Bursaries
* Redesigned the bursary applications and processes to provide more funding for students
* Outcomes from 2022-2023 VP, Internal Affairs—Overhaul and restructuring of bylaws, policies, and operations

 **(3.) William Kim— VP, Senate**

* I have been involved with several committees with restructuring the criteria of certain awards including research excellence and teaching
* I have worked with Emma in revising the TGSA Bylaws/Policies, and I am currently working on revising the academic policy with the teaching committee to accommodate new changes that occured in the recent years (e.g., online learning)
* My plans for next year would be to see these projects completed, and to further address the concerns of graduate students

**(4.) Sarah Rayner—VP, Communications**

* Maintained the TGSA website and social media channels
* Co-organized/facilitated our Pride Picnic, Holiday Party, and upcoming end-of-year party
* Acted as a bridge between the TGSA and members by communicating events and important information through the School of Graduate Studies and department offices
* Is spearheading one of our next endeavours: “TGSA Leadership” awards for graduate students, and “Excellence in Supervision” awards for our supervisors

**(5.) Egan Henderson—VP, Student Affairs**

* Organized or helped with many events, including a coffe mixer at Cork & Bean, orientation, the Traill Carnival, Spooky Walk, Paint Night at Durham Campus, and the Holiday party
* I sat on the Graduate Studies Committee in the Fall semester, and the Housing Advisory Committee in the Winter semester

**(6.) Margaret Appiah—International Student Commissioner**

* Reached out to Trent International Office
* Assisted with Paint Night at Trent Durham
* Looking forward to creating awareness of the Trent International Students’ Association, and using this opportunity to cenourage international students voices

**(7.) Jaz Raine—Equity Commissioner**

* My job is to ensure the TGSA is equitable, AODA (Accessibility for Ontarians with Disabilities Act) compliant, and adheres to the Human Rights Code in all activities and ventures.
* Environmental scan of accessibility services across Ontario universities in collaboration with Trent Student Accessibility Services
* Project to increase graduate student uptake of SAS support at Trent
* Sat on the committees of: Sexual Violence Prevention Committee, Honorific and Way-finding Campus Names Committee, Director Selection Committee for the Interdisciplinary Social Research PhD, Graduate Associate, Trent Center for Aging & Society. Graduate Associate, Community Campus Engage Canada

**(8.) Environmental Commissioner— Heather Klyn-Hesselink**

* Helped organize and host the Pollinator Planting and Pot Painting Event
* Was a key part of the Laboratory Recycling Program
* Sat on the Trent Energy and Sustainability Plan Steering Committee, + others

**4.1 Motion to Approve Reports**

 Mover: William

 Second: Jaz

**5. Question Period and Departmental Issues**

**6. Business Arising from the Minutes**

**7. Motions**

**8. Referenda**

* Following this AGM you will receive an email to vote on our referenda questions. These questions have been emailed to you in advance, and can be found on our website.

**9. Elections for 2023-2024 Positions**

* Following this AGM you will also receive an email to vote in our election, which kicks off at the conclusion of this meeting. We have some of the candidates running here tonight, and some would like to take a moment to introduce themselves.

**8. Other Business**

* No other business

**9. Notices of Motions and Announcements**

* No notices of motions and announcements

**10. Adjournment**

**Motion to Adjourn the Annual General Meeting**

Mover: William

Second: Sarah

Discussion

Approve:

Oppose: 0

Abstain: 0