



Time	AGENDA	Page	Action
6:00	Open Session 1. Agenda/Additional Agenda Items		Decision
6:05	Consent Agenda* BIRT Council approves and/or receives for information by consent items 2-4 of the agenda. 2. Appointments and Resignations 3. Approval of the minutes of September 11, 2014 meeting 4. Executive Reports	2 5	Decision
6:10	Regular Agenda 5. Health Services, B. Schumacher ?		Information
6:20	6. Q&A – Business arising		Information
6:30	7. Vice-President, University Research Nominating Committee , R. Henderson	?	Discuss
6:40	8. Reports from Council Committees		Information
6:50	9. Town Hall meetings, M. D'Alessio/R. Henderson		Information
7:00	10. Other Business		Discuss/Info
7:15	11. Next meeting of Council- TBA		
7:30	Confidential Session 12. Adjournment		Decision

*To allow council to complete a number of matters quickly and to devote more of its attention to major items of business, the agenda has been divided between items that are to be approved and/or received for information by consent and those that are to be presented individually for discussion and decision and/or information. A consent agenda is not intended to prevent discussion of any matter by the council, but items listed under the consent sections will not be discussed at the meeting unless a director so requests. Directors are supplied with the appropriate documentation for each item and all items will be approved by means of one omnibus motion. The Council will then move immediately to consideration of the items on the regular agenda.

Sonia Rahman, GSA VP Internal, Chair

October 14, 2014



COUNCIL MEETING

Date: September 11, 2014

Time: 4:30 pm

Location: NH 3001

MINUTES

Attendance

Councillors:	Present	On-line	Regrets	Absent
Sonia Rahman, VP Internal, Chair	X			
Maryam Shahtaheri, President	X			
Coleen Even, VP Comm & Events	X			
Ghazal Memartoluie, VP External			X	
Robert Henderson, VP Student Affairs			X	
Maya D'Alessio, Director	X			
Connor Hart, Director	X			
Michael Makahnouk, Director	X			
Taya McGillivary, Director	X			
Michael Piazza, Director		X		
Ahmad Basalah, Mech & Mech Eng.	X			
Ahmed Abdel Aziz, ECE			X	
Alex Pokluda, Computer Science				X
Allison Mascella, Economics				X
Artur Sokol, Management Science				X
Celia Huang, Sociology & Legal	X			
David Pomaranski, Physics & Astronomy	X			
Gah-Jone, Optometry	X			
Iain Wallace, Biology	X			
Isabelle Mess, SPHHS				X
James Sebele, Planning				X
Janelle Salhanha, Peace & Conflict				X
Jessy Parokaran Varghese, Kin		X		
Jinchao Lin, Stats & Act Science				X
Joseph Buscemi, History			X	
Kristen Leal, Earth & Env. Sciences	X			
Maggie Miller, Rec & Leisure	X			
Matthew Edwards, Chemistry		X		
Matthew Perrone, Civil & Env. Eng	X			
Naijink Kang, Applied Math				X
Nathan Haydon, Philosophy				X
Nawaz Ahmed, Pharmacy (new Sept)	X			
Puneet Sharma, Applied Math OR				X
Samantha Shortall, Pharmacy	X			
Sandy Beidu, Computer Science OR				X
Tim Leshuk, Chemical Engineering	X			
Ty Ghaswala, Pure Mathematics			X	
Vikie Chen, Architecture				
NON-VOTING Members				

Dan McRoberts, At-Large			X	
Jackie Serviss, graduate student	X			
Srihari Radhakrishnan, graduate student	X			
Krista Mathias, At-Large			X	
Rose Vogt, General Mgr. (minutes)	X			

Quorum is achieved with 21 voting members present.
The meeting is called to order by the chair at 4:35 pm.

Welcome new Council members Nawaz Ahmed (Pharmacy), Gah-Jone (Optometry),
Maggier Miller (interim for RLS)
Thank you to Samantha Shorthall, Pharmacy for her service on GSA Council.

1. The agenda is approved with added items for Other Business/Q&A by:
Ahmed Basalah, Sonia Rahman, Tim Leshuk, Kristin Leal. (Even/McGillivary)

CONSENT AGENDA

BIRT Council approves and/or receives for information by consent items 2-3 of the agenda. (McGillivary/Hart). Approved.

2. Approval of the minutes of the July 28, 2014 meeting.
3. Executive Reports.

REGULAR AGENDA

4. Graduate House Fee Increase

BIRT the GSA Council approves the Graduate House Fee be set at \$17.50/student/term beginning January 1, 2015. (Makahnouk/D'Alessio) Approved unanimously.

The GSA should implement a protocol to annually raise fees by at least CPI, so that there is minimal impact when the Graduate House is forced to increase fees at a greater amount.

5. Vibrant Student Experience Mini Town Hall September 16, 2014 from 11 am – 12 pm.at the Student Life Centre Great Hall, R. Henderson
<https://uwaterloo.ca/strategic-plan/town-halls>
6. Health Services Grand Opening on September, 18, 2014, C. Even.
<https://uwaterloo.ca/events/health-services-grand-opening-and-student-information>

Coleen Even asks councilors to send feedback from their departments regarding questions about the health services so that the appropriate

resource personnel make presentations.

7. Advertise Welcome week events, C. Even posters.
Councillors picked up posters to hang in their departmental common rooms.

Outdoor movie night – Tuesday the 23 of September.

Even will set up a poll on line/facebook to pick the movie. Send suggestions by Friday September 12, 2014.

8. Other Business/ Q & A

- Councillor / departmental representation must be increased. Suggest Executive outreach to departments in person, and a suggestion to require GSA council representation/attendance as an eligibility requirement for departmental donations.
- Multi-faith prayer room in the DC building. Even will find out more information and report at the next meeting.
- The GSA offices will remain in COM 130 for now.
- Policy & By-law Review Committee
Mike Makahnouk and Connor Hart volunteered for the PBRC to fill vacancies.
- Doctoral thesis completion award. Some students missed the deadline. The GSO gave the department short notice of the change in deadline. The on line forms also have two different dates. Shahtaheri will contact GSO.
- Kristin Leal, updates Council on “warrior recreation” (for all) and the deadline for intramurals and instructional programming is this week.
- GSEF held a successful ice-cream social this week. Reminder that applications deadline for special projects requests is Oct 17, 2014. GSEF is conducting a survey regarding travel expenses. A link will be sent to councilors.

9. Next meeting of Council will be announced by the chair.

CONFIDENTIAL SESSION -none

Adjournment at 5:35 pm.

President Report to GSA Board
Maryam Shahtaheri,
October, 2014

Meetings/Committees	Date	Notes
GSA Board Meeting	September 25, 2014	
Meeting with Chris Read	September 30, 2014	
International SOS Ad Hoc Meeting	October 2, 2014	Chaired by Nello Angerilli
Random Act of Kindness	October 2, 2014	Delegated to Ty Ghaswala by VPCE
VP-University Relations Advisory Committee	October 3, 2014	
VP-University Research Committee	October 3, 2014	
SGRC	October 6, 2014	
Senate Executive Meeting	October 6, 2014	
Meeting with Roly Webster	October 20, 2014	
GSRC	October 20, 2014	
UW Senate	October 20, 2014	
GSA Council	October 20, 2014	
Meeting with Ian Orchard	October 21, 2014	
Meeting with Pam Charbonneau	October 23, 2014	
CAGS conference at St. John's, Nfld.	October 26-October 29, 2014	

**Vice-President External Report to GSA Board
Ghazal Memartoluie
August, September and October 2014**

Meetings/Committees	Date	Notes
Council Meeting	July 28th, 2014	
Exec retreat	July 28th, 014	
Town and Gown Meeting	July 29th, 2014	
External Affair Committee Meeting	July 30th, 2014	Preparation for GU15 conference
Grad Council Meeting	July 30th, 2014	Talked about bringing the tri-council letter to GU15 Parental leave policy discussed
OGSA Meeting	July 30th, 2014	Goal set for 2014-15 "Technology Tax Credit" policy discussed
GU15 Conference in Montreal	August 6-8 th , 2014	Oral report will be given in External Affair Committee and Board of Directors Meetings
GSRC Meeting	September 22nd, 2014	
Student Housing Group	September 22nd, 2014	Talking about details of coming survey
OGSA Meeting	September 22nd, 2014	Website update Directors talked about taking over the tasks to achieve the goals for the year
Town and Gown Meeting		
Grad Council Meeting		
Board Meeting	September 23rd, 2014	
Meeting with Rose		
OGSA Meeting	September 23rd, 2014	Worked on Housing survey
RAK Meeting		
OGSA Meeting	September 25th, 2014	TBD
Meeting with Roby Webster		TBD
Council Meeting	October 2 nd,2014	TBD
Board Meeting	October 6th, 2014	TBD
Committee Outreach Leaders Meeting	October 15th, 2014	TBD
	October 20th, 2014	TBD
Town Hall	October 20th, 2014	TBD
	October 20th, 2014	TBD
	October 22nd,2014	
	October 24th, 2014	
	October 31st, 2014	

In Town and Gown Committee and Subcommittee, we discussed to provide incentive for student to fill out the upcoming housing survey. Please be aware that UW GSA has contributed about 250\$ toward it.

Report of the Vice President Student Affairs to GSA Council and Board of Directors

Robert D. E. Henderson

October, 2014

Updates on Key Issues

Graduate Student Policy Development

As I mentioned in an e-mail to Council, I invite councillors to submit suggestions for issues to be addressed in future TA policy development (such as the manner in which TAs are allocated, terms of employment, etc.).

Other policy issues are being examined, such as parental/partner/birth leave provisions.

Ontario Council on Graduate Studies

I attended a half-day joint meeting (similar to last year) of the Deans of Graduate Studies and representatives of the Graduate Student Associations in Ontario. We discussed a number of issues, including funding, student wellness, facilitating good student-supervisor relationships, and barriers to timely completion.

Some interesting takeaways:

- Guelph is introducing a similar program as our “program time extension” forms, to catch students who are over their time limits and help them graduate. This tool has limited effectiveness at Waterloo.
- The fall breaks at other institutions appear to include graduate classes and limit TA responsibilities during this time.
- Ryerson has started a “doctoral completion award” to fund students in their final terms (funded by the university). Departments get financially penalized if their students don’t graduate on time.
- At Guelph, the GSA president sits on a university committee which grants program extensions. This allows the GSA to be kept in the loop on the number of students going over time limits.

Vice President University Research Nominating Committee

The GSA president and I are sitting on this committee, which is contemplating the reappointment of George Dixon, VP University Research, beyond a second term (from 8 to a total of 10 years). We are seeking comments from the community; Maryam and I invite you to send your comments to us (which will be kept in strict confidence).

Memo to University Community:

Pursuant to Policy 68, a committee on the position of vice-president, university research has been established. The incumbent, Dr. George Dixon, is currently serving his second term in the position, and that term is due to expire in June 2015.

Policy 68 can be reviewed by following this link: <https://uwaterloo.ca/secretariat-general-counsel/policies-procedures-guidelines/policy-68>

In accordance with paragraph 3.B of Policy 68, the committee is of the view that compelling reasons exist for appointing the incumbent to an additional two-year term, to expire 30 June 2017. The committee is interested in determining if there is strong support throughout the university for this reappointment.

According to the committee, the following are compelling reasons sufficient to justify reappointment:

- 1. When the incumbent's term was renewed in 2012, evidence gathered during the consultation process indicated exemplary performance by the incumbent.*
- 2. The university is in the midst of significant change in leadership positions, with a new vice-president, academic & provost, the prospect of four new deans by 1 July 2015, a search for a new associate provost, graduate studies, and the continuing process to identify a new vice-president, university relations. There is a compelling need for stability in the Office of Research in these circumstances.*
- 3. With the possibility of the Canada First Research Excellence Fund, and many other important research programmes, the university is presented with opportunities that are unique to this generation and hold transformational potential. It is vital to the university's future that an experienced, dedicated leader be in place during this time.*

All members of the university community are invited to submit their views on the reappointment of Dr. George Dixon as vice-president, university research for a two-year term to expire 30 June 2017.

Send your comments to University Secretary & General Counsel Dr. Logan Atkinson, secretary to the committee, at logan.atkinson@uwaterloo.ca, not later than Friday 24 October 2014. Alternatively, you may correspond or speak with any member of the committee. Names of committee members and contact information can be found by following this link: https://uwaterloo.ca/secretariat-general-counsel/sites/ca.secretariat-general-counsel/files/uploads/files/membership_5.pdf

All submissions will be kept in the strictest confidence.

Fall Break Working Group

A report from this committee has been released to Senate for its upcoming 20 October meeting. If you're interested in reading it, please go to the [Senate agenda, Item 12 a](#). There will be a referendum held in early November by FEDS, for undergraduate students. There are no plans for a graduate referendum. My expectation is that undergraduate students will give favourable consideration to a fall break, but that the difficulties presented by a late Labour Day in 2015 will result in a pilot no earlier than Fall 2016.

Of most interest to the GSA, an update to the "policy" pertaining to break weeks is likely. The currently recommended text from the report is (*emphasis added*):

A mid-term break is intended to act as a pause for students to reflect upon and catch up on their term's work to date and, as necessary, prepare for any upcoming mid-term assignments and assessments.

*During this pause, there are to be no scheduled meetings for students (e.g., classes, labs, tutorials, seminars, exams). Certain programs that would be severely compromised by a pause are permitted to continue. These include co-operative employment interviews, Pharmacy's clinical rotations, PhD comprehensive exams or graduate thesis defenses. **The pause applies to meetings involving both undergraduate and graduate students.***

The mid-term break is not considered to be a holiday, hence instructors, staff and TAs should make themselves available to students as they normally would. Deadlines for student submissions should not be scheduled during the break. Student services, such as Health Services, Counselling Services, the library, residences, etc. are expected to continue working at full capacity.

It would be desirable to add policy, perhaps within the Class Z project, to ensure that reading/break weeks are not to be used to load up TAs with marking or other duties.

Course Evaluation Project

Work is ongoing with this committee, and I am participating on the Policy subcommittee to develop policy recommendations to govern course evaluations. I am working to ensure that graduate students are adequately covered by policy, and that graduate student teaching can be fairly and helpfully evaluated (including tutorials, labs, etc., where it may not be typically evaluated).

Summary of Meetings

Committee	Meeting Date	Highlights
GSA Council	September 11	See minutes.
GSA Executive Meeting	September 15	General updates among executive team.
Senate	September 15	See minutes online. One topic of interest that came up is the university's affiliation with the Confucius Institutes – Senate should give further consideration on whether to continue or not.
Vibrant Student Experience Town Hall	September 16	Meeting for university stakeholders to hear updates on this strategic plan theme.
Dean of Science Nominating Committee	September 18	Discussions are confidential.
Health Services Building Expansion Grand Opening	September 18	Official opening of the expansion, which provides space for family healthcare.
Course Evaluation Project Team, Policy Subcommittee	September 18	Developing policy for future course evaluations.
Graduate Student Relations Committee	September 22	Discussions confidential. Issues arising that are for consultation are discussed elsewhere in this report.
Course Evaluation Project Team	September 23	Heard updates from subcommittees. Many faculties are adopting an electronic course evaluation tool produced by the faculty of science.

GSA Board of Directors	September 25	See minutes.
Course Evaluation Project Team, Policy Subcommittee	September 29	Developing policy for future course evaluations.
Graduate House Staff Meeting	September 29	Briefly attended to partake in introductions of new staff.
Graduate Studies Endowment Fund Long Range Planning Committee	October 1	Refining GSEF policies and procedures for long-term-planning.
GSA <i>ad hoc</i> Governance Review Committee	October 1	Developing recommendations for by-law and governance amendments.
Fall Break Working Group	October 3	See notes above.
Graduate Orientation Debrief Meeting	October 3	Discussed what worked this year and what needs improvement for future graduate orientation programs.
Vice President University Research Nominating Committee	October 3	Discussions are confidential, but see note above.
GSA Policy and By-law Review Committee	October 6	Discussed amendments to streamline and update GSA elections procedures.
Senate Executive Committee	October 6	Set agenda for October Senate meeting.
GSA <i>ad hoc</i> Governance Review Committee	October 8	Developing recommendations for by-law and governance amendments.
Dean of Science Nominating Committee	October 9	Discussions are confidential.
GSA Mini Town Hall - AHS	October 9	A compilation of feedback from these town hall meetings will be presented when all 6 are completed.
Meeting with Tom Galloway (Director, Grounds) and Danielle Burt (FEDS president)	October 9	We are working with FEDS to build new beach volleyball courts on campus, to restore the ones that were lost due to recent construction.
Ontario Council for Graduate Studies	October 10	See note above.
Board of Governors Building & Properties Committee	October 14	
Course Evaluation Project Team, Policy Subcommittee	October 15	
GSA <i>ad hoc</i> Governance Review Committee	October 15	

Information for GSA Agenda Item #7



To: Faculty, Staff and Students

Copy: Editors: *Daily Bulletin, Imprint*

From: Logan Atkinson, University Secretary & General Counsel

Date: 8 October 2014

Subject: **Vice-President, University Research Nominating Committee**

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