



Graduate Student Association
UNIVERSITY OF WATERLOO
COUNCIL MEETING

Notice of Meeting

Monday, October 28, 2013 at 16:30 – 18:20
RCH room 206

Agenda

	OPEN SESSION	Page	Action
16:30	1. Chair's Remarks		
	2. Agenda/Additional Agenda Items		Decision
16:35	<u>Consent Agenda</u> Motion: To approve and/or receive for information by consent items 3-5 below.		
	3. Minutes of the 26 September, 2013 Meeting	3-6	Decision
	4. Appointments: Isabelle Messa, SPHHS		Information
	5. Reports from the Executive	7-22	Information
16:40	<u>Regular Agenda</u> 6. Q & A		Information
16:45	7. CRO Report: SWAG Referendum	23	
16:50	8. uWaterloo's Student Leadership Strategy, Jeff Henry		
17:15	9. Other Business		
	CONFIDENTIAL SESSION		
17:30	10. GSA Visual Identity		Information
17:35	11. Next Meeting: TBA - November, 2013		Information/Decision
17:45	12. Adjournment		

Note: To allow the Council to complete matters quickly and 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, 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 requested by a Councillor. Documentation for each item will be supplied with the agenda and all items will be approved by omnibus motion in the consent agenda. The Council will then move immediately to address items on the regular agenda.

Michael Makahnouk, Vice President Internal
October 21, 2013

Please send regrets to Rose Vogt by email to rvogt@uwaterloo.ca

Please convey regrets to Rose Vogt: rvogt@uwaterloo.ca



Graduate Student Association
UNIVERSITY OF WATERLOO

COUNCIL MEETING

Thursday September 26, 2013 at 4:30 pm in the RCH 309
MINUTES

Present:

Michael Makahnouk, VP Internal, Chair
Robert Henderson, President (on-line)
Maryam Shahtaheri, VP Communication & Events (on-line)
Matthew Gaster, VP Eternal
Coleen Even, VP Student Affairs
Maya D'Alessio, Director
Taya McGillivray, Director
Helen Stubbs, Director
Michael Piazza, Director
Ikdip Brar, Kinesiology
Kimberly Lopez, Recreation & Leisure
Krista Mathias, SPHHS
Virginia Shay, English
Rosanne Abdullah, (proxy for Thomas Choukroun), French
Ryan Kirkby, History
Madeliene Merrick, Political Science
Celia Huang, Sociology & Legal Studies
Ahmed Abdel-Aziz, Electrical & Computer Engineering
Boyd Panton, Mechanical & Mechatronic Engineering
Miriam Ho, Architecture
James Sebele, School of Planning
Ty Ghaswala, Pure Math
Matthew Edwards, Chemistry
Nathan Cleven, Earth & Environment Sciences
David Pomaranski, Physics & Astronomy
Steven Cheung, Optometry
Samantha Shortall, School of Pharmacy
Rose Vogt, General Manager, GSA, minutes
Andrea Hunniford, Architecture, (non-voting)

Regrets: Amin Haghnegahdar, Amenda Chow,

Absent: Muhammad R. Khalid, Allison Mascella, Cristina Balaita, Drew Weatherhead, Fahmida Homayra. Jessica Mendoza

Quorum achieved

1. Chairs remark
The chair calls the meeting to order at 16:35.
Councillors are welcomed to the first meeting of the fall term.
2. Approval of the Agenda
The agenda is approved unanimously. (Gaster/Even)
An amendment the agenda, to move Committee Appointments to the Regular Agenda, is approved. (Gaster/Even)

Consent Agenda

“BIRT the Council approves and /or receives for information by consent items 3-5 as indicated.” (Piazza/Mathias) Approved unanimously.

3. Minutes of the Council meeting held on July 25, 2013.
4. Appointments and Resignations
At-Large (EAC)-Kristen Leal,
Recreation & Leisure - Kimberly Lopez
Philosophy -Cristina Balaita
Architecture - Miriam Ho
English –Virginia Shay
Sociology – Celia Huang
Pharmacy - Samantha Shortall
Political Science- Madeleine Merrick
French – Thomas Choukroun
Planning – James Sebele
Biology – Brianne McCallum
5. Executive Reports

Regular Agenda

6. Council Committee Appointments

BIRT Council approves all appointments to Council Committees. (Even/Brar)
Approved.

Policy & Bylaw Review Committee:
Maya D’Alessio,
Nathan Cleven,
David Pomaranski,
Virginia Shay,
Madeleine Merrick,
Taya McGillivray (non-executive director)

Student Affairs Committee:

Krista Mathias, AHS
Haotian Zhang, Engineering
Nino Anttadze, Environment
Nathan Cleven, Science
Celia Huang, Arts
Sandy Beidu, Mathematics
Ahmed Abdel-Aziz, International graduate student at-large
Vacant, graduate student residing on-campus
Miriam Ho, graduate student from a satellite campus within Ontario.

Graduate Student Funding

Krista Mathias, AHS
Boyd Panton, Engineering
Greg Holloway, Science
Ty Ghaswala, Mathematics
James Sebele, Environment
Matthew Gaster, Arts

Elections Oversight Committee:

Maya D'Alessio, Chair
Ikdip Brar
James Sebele
Nathan Cleven

7. Questions & Answers on Executive Reports.

- The Town and Gown committee. GSA recently became members of this committee of the City of Waterloo. Issues dealing with the community and students are discussed at this committee. Councillors can contact Gaster with stories or issues of living in the Waterloo area may be brought to the committee for discussion.

8. SWAG Referendum

BIRT Council recommends that the GSA Board of Directors call a referendum to increase the fee for SWAG members. (Society of Architecture Graduates) (Miriam Ho/ Krista Mathias) Approved.

SWAG Executive submitted all the documents to Council as outlined in GSA By-law 8.1.3 (item9) for review.

9. Graduate Student Funding Issues

Council heard that some departments delayed payment of graduate student funding. Additionally, graduate students were not given a clear indication of when they would be paid.

This is unacceptable and graduates should know when they are getting paid. Especially in the first month of each term as living expenses are due.

BIRT Council directs the GSA president to raise this issue at Graduate Student Relations Committee. (Edwards/D'Alessio). Approved unanimously.

Council heard that funding for Science graduate students was discussed in the Senate meeting in September, but the whole issue was deferred to the next meeting.

Council heard from councilors in other departments that delays occur, but believe the problem is internal to the department.

The GSA should create an official position and/or policy regarding graduate student funding payments.

10. VP Internal Report: Political Climate in Ontario.

Makahnouk presented a brief overview of the political climate in Ontario. The OGSA is the voice of graduate students to the provincial government.

11. Graduate House Events

Ty Ghaswala announced upcoming events at the Graduate House.

12. Other business

- STAC (Student Technology Advisory Committee) seeks graduate student members. This committee is involved with the new student portal. Contact Coleen Even, VPSA if you are able to volunteer for the committee.
- Bike theft/damage issue. New bike lockers were installed next to RCH. This is a pilot project. Only four bikes can be stored in the locker. Any grads can ask to be put on the waiting list. The university will view the requests as a measure of need. Councillors discussed that installing (renting) lockers is not the only solution to the problem. Thefts occur on the Cambridge and Kitchener campuses too. Suggest this issue is brought to the next Town & Gown Committee, and to the Student Affairs Committee.

13. Date and time of next meeting

The Chair will send out a notice for the October meeting.

14. Confidential Session-no items to discuss in confidential session.

15. The meeting is adjourned at 18:00pm

MM:rv

Report of the President to GSA Council

Robert D. E. Henderson

October, 2013

Over the past month I have been busy with the completion of more hiring/appointment processes, advocating for the resolution of funding issues, and relations with other GSAs, among other items that I detail below. A portion of my time was spent in Alberta on a family matter, which gave me the opportunity to connect with the presidents of the University of Alberta and Athabasca GSAs. I also met with many GSA representatives from Ontario universities at a joint meeting of GSAs and the deans of graduate studies in our province (see attached report). Many of these individuals I will see again at the upcoming Canadian Association of Graduate Studies (CAGS) meeting in Montreal in November, and at the CASA lobby conference in Ottawa late in November.

In addition to the above, there is an upcoming conference for Ontario University Board Members in Toronto mid-November. This lies in the middle of our university's Board of Governors meeting on October 29th and our Board of Governors two-day retreat in early December. These conferences and meetings over the remainder of the term will provide valuable information for our association, and if anyone has discussion points or other items that they would like me to raise or watch for at these events, I would be pleased to hear your thoughts.

Committee Updates

Ad hoc Graduate Orientation Committee

A full report on the inaugural graduate orientation events will be presented to Council in November, as the survey has not yet been completed by the SSO.

Special Projects

New GSA Logo

Following an extensive design process, I am pleased to be able to present (via PowerPoint at the meeting) the new GSA logo to Council, following its approval by the Board of Directors. In the near future, we will have a logo launch party to introduce our new visual identity to our constituents.

Appointment of a new At-large Director

As I distributed in an e-mail to all graduate students earlier this month, following the resignation of one at-large director, the Board of Directors has completed the search for an individual to fill that vacancy. Under these mid-year circumstances, the Board was able to fill the seat with an appointment rather than an election. Eleven candidates put their name forward.

Please join me in welcoming **Dan McRoberts** to our Board of Directors! Dan is a PhD student in Environment, and has prior experience serving graduate students as the coordinator of the Graduate Studies Endowment Fund in 2012-13.

Administration/Staff Hiring Panels

The search for a new Director of the Student Success Office has been completed and Pam Charbonneau will be taking on this role as a promotion from her prior post as Director of Student Experience within the SSO.

With the completion of this hire, a new one has begun. At the request of the GSA, we have a seat on the University Registrar search committee, which I will be filling. Ordinarily, the only student representative on this group has been an undergraduate, but our Provost had no issues with adding a graduate student seat. In the coming weeks/months, there will be stakeholder consultation on the Registrar's office and role on campus. Any questions or comments from graduate students may be sent to me in confidence, which I can then relay to the committee.

Update on Graduate Student Funding Issues

As requested by Council, the issue of the delay of stipend payments to many graduate students in the Faculty of Science was raised at the last Graduate Student Relations Committee. The meeting was attended by the Dean of Science, at the request of the committee co-chairs (yours truly, and the Associate Provost, Graduate Studies). The outcomes were as follows:

1. The faculty claims that there was no delay, since the graduate calendar states that GRS/GRA and TA payments are due at the end of the month (coincident with payroll), and that this was the deadline to which Science staff were working.
2. However, the payments in question were scholarship/award payments, and should have been distributed within the first two weeks of term as stipulated on the GSO website. We were advised by the Dean that it is likely that the payment was processed later than usual because the award was not approved by Senate Graduate & Research Council until the October meeting, and staff did not want to distribute the award without approval. Despite this, award funding should not have been impeded, according to the GSO.
3. Departmental graduate co-ordinators were asked to notify student of the delay.
4. We were advised that the students who faced this delay were in fact paid by the end of September.
5. The Faculty has indicated that the intention for future terms is to process payments as they have been done in prior terms, where awards are distributed within the first two weeks of term.

Summary of Meetings

Committee	Meeting Date	Highlights
Director, Student Success Office – Interviews	September 20	Conducted two interviews this day.
University Diversity Advisory Committee	September 25	Sent regret. VPSA attended.
Student Services Advisory Committee	September 25	First meeting of this committee, which reviews the student services units and recommends fee changes to the Provost. This first meeting was to introduce new members to the process.
GSA Graduate Orientation Committee	September 25	Committee met to debrief on the first orientation event, review draft sections of the report, and discuss next steps.
GSA External Affairs Committee	September 26	See VPEX report.
GSA Council	September 26	See minutes of previous meeting.
Meeting with University of Alberta GSA President, Brent Epperson	September 27	Follow-up meeting with U of A GSA. Met with their president to discuss issues facing their GSA and to discuss strategies for graduate student advocacy.
Meeting with Athabasca University GSA President, Amanda Nielsen	September 27	Similar to the meeting with U of A's GSA.
Director, Student Success Office – Post-interviews Meeting	September 24	Discussed candidate interviews and determined next steps for hiring. Discussions are strictly confidential.
Provost's Advisory Committee on Timetabling	September 30	Update on recent developments for the STEP project to remodel our timetabling procedures.
GSA Board of Directors	September 30	Routine business and corporate matters, and see notes above.
ADDS Task Force	October 1	Discussed new policy surrounding provisions for sole supervision of PhD students (see my previous reports to Council) and reports to be made to the Graduate Student and Faculty Relations Committees on this issue. Further details will be shared with Council when a report is ready.
Graduate Orientation Debrief with SSO	October 2	Met with staff from the SSO to discuss next steps for Orientation and planning for future events.
Meeting on Student Advocacy Project	October 3	Discussions are occurring with senior administration on implementing recommendations in the Student Advocacy Research Report.
Board of Governors Building & Properties Committee	October 7	Approved a project to fill in the HH courtyard with a 10,000 sq. ft. student space.
Senate Graduate & Research Council	October 7	Sent regrets (meeting conflict).
Meeting with Terry McMahon, Dean of Science	October 7	Met to discuss graduate funding issues within the Faculty of Science.
Senate Executive Committee	October 7	Approved the Senate agenda for its 21 Oct meeting. Discussed draft Senate by-law changes.
Graduate Student Relations Committee	October 9	Discussed a number of issues currently on the table for graduate students (confidential, but many are related to issues raised in my report). See note above on the update to Council on the Science funding issue.

SSAC Discussions with Associate Provost, Students and FEDS	October 9	Had preliminary discussions to carry out some initiatives related to the student services fee (the cost of certain services, and the fee agreement itself).
Meeting with the Provost, Geoff McBoyle	October 9	Updated the Provost and discussed strategies for several graduate student issues, including: GSA office space and graduate funding.
GSA Executive Committee	October 10	Updated the team on current projects and planned future initiatives.
Ontario Council of Graduate Studies Meeting	October 11	See the attached separate report, below.
Meeting with the Faculty Association President, David Porreca	October 15	Discussed issues of mutual interest, including: bike lockers, the timetabling project (PACT/STEP), Senate by-law changes.
Special Meeting of the GSA Board of Directors	October 16	The Board met to discuss the appointment of an at-large director to fill a vacant seat. See notes above. The Board also approved the new GSA logo design, which will be presented to Council (see notes above).
Meeting Re: Orientation Next Steps	October 16	VPSA, our Executive Assistant and GM met to discuss orientation for next year, prior to our meeting with the SSO in the afternoon (see meeting below).
Meeting with SSO on Winter/Spring Orientation	October 16	Discussed a draft program outline for Winter orientation and preliminary plans for Fall 2014.
Meeting with FEDS Re: SSAC Fee Agreement	October 17	Discussed strategies for updating the student fees agreement with the university, and how it would apply to SSAC. Details will be provided to Council as they are developed.
Student Design Centre Dedication	October 18	Represented the GSA at the naming ceremony for the new "Sedra Student Design Centre" in E5.
Pandemic Planning Committee	October 18	Reviewed an update to the university's pandemic plan and discussed strategies to prepare for and prevent such an event.
Meeting with Associate Provost, Students and our VP Student Affairs	October 18	Discussed items related to satellite campuses, the new student building project, and SSAC.
Senate	October 21	
Meeting on Student Advocacy Project	October 23	
GSA Executive, Lunch with the new SSO Director (Pam Charbonneau)	October 23	
Senate Long Range Planning Committee	October 23	
Meeting with UW Staff Association President, Carlos Mendes	October 24	
University Registrar Search Committee	October 28	
GSA Board of Directors	October 28	
Task force on ADDS status (policy on sole supervision of PhDs)	October 28	
Copyright Advisory Committee	October 28	
GSA Council	October 28	

**Graduate Student Association
REPORT OF THE PRESIDENT**

**Meeting with the Ontario Council on Graduate Studies
11 October, 2013
Toronto, ON**

Background

The OCGS is a group comprising the deans of graduate studies from each and every university in Ontario. They are affiliated with the Council of Ontario Universities (COU), and meet approximately 8-9 times per year. At this particular meeting, the group invited the Presidents of each of the graduate student associations in the province to attend and discuss issues of graduate studies and share information and perspectives.

Morning Session: GSA Representatives Only

Student representatives from each GSA held a joint meeting to discuss issues facing their constituents, and to formulate an agenda for the afternoon meeting with the deans. After a two-hour discussion, the group agreed to raise the following topics: the merits of tuition fees for students in the latter years of their degree beyond their coursework or qualifying examinations; unique issues facing international students; the recent download of OGS and Tri-Council scholarship adjudication to individual institutions (instead of a central provincial process); mental health; and copyright licenses/tariffs. (The last issue was not discussed in the afternoon due to time constraints, but it was acknowledged by all present that it is an issue worth discussing in a future meeting.)

Afternoon Session: Joint Discussion with GSAs and Graduate Deans

General Discussion Points: It was clarified that the OCGS is not a lobbying organisation and cannot lobby government. This group is really a “self help group” for graduate deans.

Rising Tuition: There was general agreement that increased transparency in offer letters and communication around tuition fees is necessary, particularly for new international students who do not anticipate significantly higher tuition by the end of their program. One proposal asked for previous tuition increases to be published in offers. Students were encouraged to join the universities in asking the government to increase funding for post secondary education.

International Student Issues: Students raised the point that international students ideally should not pay more than domestic students bring in from tuition and grants. Graduate deans were interested to hear if there were instances where prospective students were recruited by agents and received potentially misleading information. There was also discussion that processing times for visa applications is too slow to be competitive.

OGS and Tri-Council Scholarships: Concerns were raised regarding the challenges of downloading the adjudication of these awards to each institution, rather than having a central process. Some schools received more than in prior years, and some received fewer (at Waterloo, substantially fewer); this is due to an allocation scheme based on enrollment. The competition is now less merit-based, and is used more as a recruitment tool. Questions were raised on the standards for awarding an OGS to current students versus new recruits who might not have gone through the same application procedure. A suggestion was made to have schools provide

feedback on students' applications. All parties agreed that better communication and transparency around the process is necessary.

Mental Health on Campus: There was agreement by all that this is an increasingly important issue to be addressed. One specific concern was raised about students returning after leaves of absence; what if their supervisors' funding is not the same afterward? Suggestions were made to use campus recreation as a general preventive measure.

Concluding Remarks

Student representatives were advised that these meetings will continue in future years, and that certain groups are welcome to make presentations to the OCGS by request. I have recommended that OGSA request a meeting to discuss their lobbying efforts. My impression is that this group is eager to hear from the OGSA, rather than other groups claiming to represent graduate students in Ontario.

11 October, 2013

Robert Henderson
President

Appendix: List of GSA Attendees

Queen's	Becky Pero
Waterloo	Robbie Henderson
Western	Kevin Godbout
Brock	Kiel Ormerod
Carleton	Justine Mallah
Guelph	Anne Laarman
Lakehead	Peter Binsted
Laurentian	Shelley Condratto
McMaster	Talena Rambarran
OCAD	Alexandra McLaren
RMCC	Stephen Andrews
UOIT	Saeeda Sana
Ottawa	Seamus Wolfe
Ryerson	Ali Naqvi
Toronto	Jaby Mathew
Trent	Karen Everett
WLU	Domenica De Pasquale
Windsor	Kaushik Ray
York	Marva Milo

Vice-President Communications and Events Report to GSA Council

**Maryam Shahtaheri,
August 2013**

Summary of Meetings

Meetings/Committees	Date	Notes
Council Meeting	September 26, 2013	<ul style="list-style-type: none"> • Discussions on: <ul style="list-style-type: none"> ○ SWAG referendum ○ Graduate funding issues ○ OGSA (Presentation by VP internal) ○ Graduate House events (Ty)
Activity Committee Meeting	October 3, 2013	<ul style="list-style-type: none"> • Events for October were selected (see below for details) • Events for November were discussed
October E-News Release	October 3, 2013	<ul style="list-style-type: none"> • Included: <ul style="list-style-type: none"> ○ October events held by GH and GSA ○ Legal Aid ○ Call for volunteers (STAC committee) ○ At-large director vacancy(call for application)
Meeting with Jeff Henry (SSO)	October 11, 2013	<ul style="list-style-type: none"> • Discussion around how to successfully implement the reward program in winter 2014 • Discussions on connecting with health and athletic services
Board of Directors Meeting	October 16, 2013	<ul style="list-style-type: none"> • Confidential session • Discussions included: <ul style="list-style-type: none"> ○ GSA logo (new design) ○ SSAC initiatives (Robbie, Coleen) ○ Plans/ Requirements such as surveys and focus groups for future graduate orientation (Robbie, Krista, Coleen, Rose) with (SSO, PAC,ELPE, Central Stores, Feds)
Executive Committee Meeting	October 19, 2013	

Meeting with VP student advocacy	October 21, 2013	<ul style="list-style-type: none"> ○ Graduate funding issues ○ TA issues in English department (Coleen, Mathew) ○ GSA appointment to University committees <ul style="list-style-type: none"> • Discussion on reward program • Sending emails to connect with POCs that have necessary data for particular surveys
Meeting with Mark Beadle and Marc Iturriaga Departmental Donations	October 25, 2013 Ongoing	<ul style="list-style-type: none"> • Reward Program • Review, approval of donation requests from departmental GSA and Clubs.

Departmental Donations:

Please note that the GSA awards donations for social events to departments and clubs. The details of the procedure, eligibility and the application form are available on the GSA website. Donations are per term, and reimbursements are made in accordance to event receipts up to the approved amount.

Reward Program Initiative

The reward program is an initiative that first started from the activity committee (Connor Hart). The goal of this program is to assist graduate students with their social life/experience at the University of Waterloo. At this point discussions have been started by GSA, SSO, Athletics, and Health Services. This program is a collaboration of VPCE and VPSA and the goal is to have it run by winter 2014. The idea behind this program is to have students active in services related to university such as library, gym, SSO, GSA/GH social events, etc. The most active students will be recognized at the end of each term and will be rewarded with prizes such as apple products. The GSEF has approved funding for the prizes.

Activities Committee:

Meeting Minute (October 3, 2013):

1. October Events:

October 18, 2013 – Canada’s Wonderland Halloween Haunt

Maryam and Rose have already made all the arrangements with the Graduate House, Canada’s Wonderland, and Elliot Coach lines (bus company).

Event details:

- \$35.00/grad. Max tickets for purchase = 2
- **5:00** pm Bus will pick up at UW Ring Road ‘H’ lot
- **Midnight** pick up at Canada’s Wonderland for return.
- GSA will print “tickets” to board the bus given to participants when they pay for the event. The CW tickets will be handed out on the bus.
- A list of registered (paid) grads/guests will be generated as people pay and the host will use this to check off people as they enter the bus. The list includes cell phone numbers in case someone is missing.

- NO REFUNDS

October 31, 2013 – Halloween Party (GSA/GH event)

- Lionel will be the host for the event, Ty & Lionel will do the promotions.
- All volunteers will meet at the Grad House at 6 pm.
- Costume Contest: \$200-\$100-\$50 = 1st-2nd-3rd cash prizes!
 - Guests can enter the contest by signing up on a form
 - Host and VPCE will designate the top 9-12 choices
 - Throughout the evening, in groups of 3 or 4, the semi-finals will take place. The winner of each round moves to the finals.
 - Winners by audience applause-using a decibel reader.
 - Only Grad House members can win a prize.
- DJ music
- Decorations will be put up on October 19th at noon at GH
 - Lionel and some volunteers
- Special treats will be prepped on Sunday Oct 27th
 - Rose needs 1 volunteer.
- The Kitchen will close at the usual time around 9 pm, and will depend on the activity-it may close earlier.
- Free Food Thursday for this event will be cancelled since goodies and treats will be handed out during the evening. Propose popcorn, pretzels, Halloween candy etc.
- Door Monitoring: There will be a cover charge of \$5.00 for non-members. This includes spouses of members.
 - Ty will find a door person to work the ‘back’ door. **Entry and exit by front door only**, except for those who need an accessible entry.
 - Counter for entry and exit, and spot checks throughout the night to manage capacity issues.

2. November Events:

- The Committee discussed two possible events.
- Lazerquest – on a Friday night
- Princess Movie Matinee – Saturday afternoon – family friendly

3. Maryam made arrangements for a ski-trip to Mt. Tremblant in Montreal for January. Graduate students simply sign up on line and the company handles all the details. A link in the October e-news directs students to the site. Maryam negotiated a discount for graduate students-cost \$359.00 plus taxes.

4. Future Event:

- Maryam connected with a comedian from the USA who specializes in “graduate student” humour. His name is Adam Ruben. Consider hosting an event in the Humanities after February 20th. Details to follow.
5. Committee members are encouraged to submit event ideas to Maryam to discuss at the next meeting.

I welcome event ideas from the Council and please send comments to me by email:
gsa-vpce@uwaterloo.ca

Report of the Vice-President External to GSA Council Matthew Gaster

Oct, 2013

Summary of Meetings

Committee	Meeting Date	Highlights
Town and Gown Committee Meeting	Tues. Sept 24	* Mentioned in my report last month. This meeting primarily dealt with undergraduate move-in and noise complaints, but I was welcomed warmly and encouraged to bring graduate student perspectives to the committee.
CASA Graduate Council	Wed. Sept 25	* Received updates and continued working on two policies (A34 and F06) preparing them for approval at CASA's national Advocacy Conference in Nov.
GSA External Affairs Committee	Thurs Sept 26	* Our first meeting of the year in which we will update our involvement in external lobbying groups and set our priorities for the year.
GSA Council	Thur Sept 26	* Regular Council Meeting
GSA Board Meeting	Thur. Sept 30	* Regular Board meeting, and approved the resignation of absentee Director.
Graduate Student Relations Committee	Wed Oct 9	* Attended on behalf of Coleen
GSA Executive Meeting	Thur. Oct 10	* Met to share information, and to decide on new logo
GSA Board Meeting Special	Wed. Oct 16	* Selected new board member
CASA Graduate Council	Wed. Oct 16	* Low attendance at meeting so after waiting the meeting was adjourned.
UWaterloo Community Engagement Working Group	Fri Oct 18	* First meeting of this group lead by the Senior Director of Community Relations & Events. This working group will meet at least twice a year to track and consolidate the university's interactions and dealing with external groups. Working towards standardizing the communities experience with the university and improving the story of what and how Uwaterloo contributes to the community.
GSA Board Meeting	Mon Oct 28	
GSA Council	Mon Oct 28	

Update on Committees

Update on CASA:

In mid-November myself and several other members of the GSA will be attending CASA's annual National Advocacy Week: a week of scheduled meetings with MP's, Senator's and other decision makers in Ottawa. Throughout these meetings we will be advocating on CASA and our GSA's priorities.

Update on EAC:

The External Affairs Committee met for the first time last month and we received a number of updates regarding our relationships to external organizations and discussed a number of goals for the year. We will be meeting roughly monthly and I will post continued updates here.

Update Town and Gown:

Please feel free to contact me at anytime if you have any concerns or anecdotes about living in the city/region of Waterloo that I can share at the next T&G meeting in November.

UWaterloo Community Engagement Working Group:

See update in the summary of meetings!

Report of the Vice-President Student Affairs to GSA Council Coleen Even

October, 2013

Special Projects

- Orientation

As a follow up to the campus-wide orientation organized, our *Ad-Hoc* Orientation Committee met to talk about the next steps and how to receive feedback from the graduate students, services and faculties. Further discussions regarding the organization of the committee are happening and a new set up will be presented to council in November with a report regarding the results from the feedback received on orientation.

The Student Success Office has now a person in charge of orientation, Ashley McKnight, who will be our primary contact to work on orientation. We have been talking about survey results, focus group discussions and the forthcoming Winter and Spring Orientations, so that the GSA and SSO roles are defined properly.

- Advocacy office

Our meetings with Chris Read regarding the set up of the advocacy office are still on going and progressing. We hope to find a portfolio under which this office-person can be found soon.

- Graduate Student Participation Initiative

In collaboration with Maryam (VPCE) and Connor Hart. This initiative, started by Connor Hart, is a project to enhance the participation of graduate students in activities on campus (reward program). We contacted Chris Read (Associate Provost, Students) who directed us to Jeff Henry (Manager, Student Development) from the Student Success Office. After reviewing the program, we met with Jeff Henry to talk about the implementation, communication, and logistics. This first meeting helped us refine the current program. We are currently going back to step 1: we want to see what is the practice on campus regarding activities for graduate students; what are the gaps, what is missing but mostly what graduate students do the most. The second step regards communication and reaching out to key actors (Health Services, Athletics...). Work within different GSA committees (Student Affairs Committee- Activities Committee) will help set this up.

- Fee Agreement protocol

One of our goals this term (2013-2014) is to review the fee agreement protocol signed at the University of Waterloo. The current agreement, signed in 1994, can be found [online](#). Our work and discussions with the Feds as well as the administration of the University of Waterloo will focus on changes and upgrades to the document so that a newer and more accurate version can be agreed on.

Committee Updates

Ad-Hoc Orientation Committee

Our committee met at the end of September for a first debrief and discussion regarding the aftermath of the campus-wide orientation. During this meeting each member provided first comments on the roadblocks they faced as well as possible recommendations for future planning. Ashley McKnight, coordinator, Orientation for transfer, international and graduate students joined us during this meeting to gauge our role in this event. Meetings following up in between the SSO and the GSA were meant to get a sense of what should be our roles in the future organization.

Next steps:

- Survey results
- Feedback from Faculties, Services, students
- Proposal for Orientation Committee (redefinition of membership, roles, tasks)
- Winter / Spring orientation (volunteers, content...)
- Report to council, roadblocks and recommendations

Student Affairs Committee [November meeting]

Our first meeting is set up for the second week of November. Items on the agenda will regard:

- Orientation
- Advocacy office (updates)
- Graduate Student Participation Initiative
 - o Mental Health awareness
 - o Athletics
- Satellite Campuses
- Space

If you have any particular recommendations feel free to email me at gsa-vpsa@uwaterloo.ca to have an item added to this agenda.

Funding Committee [October 2013]

(No updates)

Summary of Meetings

Committee	Meeting Date	Highlights
UDAC	September 25	Updates on current issues regarding diversity – discussions regarding role of new Equity Director
SSAC	September 25	First meeting for Fall 2013 – updates on work to cover- discussions regarding diverse “departments” budget (student services)
<i>Ad-Hoc orientation committee</i>	September 25	First meeting after the campus-wide orientation, debrief, comments about reports, roadblocks and recommendations to make for future undertakings

Council	September 26	Filling committee vacancies – Funding issues raised (Science-Engineering) – Bike theft / safety on campus – Filling of University Committee
JHSC	September 30	First meeting of the Joint Health and Safety Committee – reports of injuries, updates on current work conducted pertaining safety and hazard- updates from Ring Road Committee
Board of Directors	September 30	Casual affairs from the Board – updates from financial statements at second meeting
SSO - orientation	October 2	Meeting with new orientation coordinator Ashley McKnight, preparing transition, vision for orientation GSA roles and tasks to identify
SGRC	October 7	Updates on academic programs – update on Science award, payment to the students- Survey on Graduate Student first results
Stratford-GSA presentation	October 7	Presentation of the Graduate Student Association to the cohort of Graduate Students from Stratford. Issues and concerns shared. (Reaching out goal)
SSO – Orientation task list	October 8	Setting up roles – presenting work around orientation to Ashley gaging each other’s role in this process for forthcoming orientations
GSRC-	October 9	Conflict with schedule-
GSA- Executive	October 10	Updates on on-going work from our different executives- follow-up information after GSRC- updates OGSA- Orientation-TA issues
Jeff Henry (SSO)- Graduate Student Participation Initiative	October 11	Connor Hart- Maryam (VPCE) and I met with Jeff Henry to present the sketched Graduate Student Participation Initiative. Discussions followed regarding: What grads want – How // Communications with services... (See above for more details)
Sue Horton – chat GSRC follow-up	October 16	After the recent events regarding the Science award as well as payment issues that rose I wanted to seat and chat with Sue. GSO is working on communications to prevent future outcomes like this.
Bud Walker – On campus space use	October 16	This meeting was set as a response from a student’s request regarding space issues on campus for various religious activities. We are working towards settling this issue over the next few weeks in the hope to provide a welcoming environment for our graduate student population.
Winter / Spring orientation – GSA/SSO	October 16	Planning tasks, discussions over scheduling next orientation, decisions on set up (one task – one person), survey and results, decision on reports
Feds – GSA SSAC / Fee	October 17	Setting up steps toward new fee agreement

Agreement Protocol		protocol. Collaboration in between Feds and GSA.
Student Technology Advisory Committee	October 17	First meeting since March 2013: updates on Wi-Fi work, cellular tower, student portal project.
Chris Read – Satellite campuses	October 18	As a follow up to my meeting with the cohort of students from Stratford, I went to talk to Chris about concerns and contacts I needed to make to work on these issues.
Graduate Student Participation Initiative	October 21	
Senate	October 21	
Student Advocacy Office	October 23	
Lunch with new director SSO (Pam Charbonneau)	October 23	
Senate Long Range Planning Committee	October 23	Conflict with schedule
Council meeting	October 28	
JHSC – workplace inspection	October 31	Inspection of workplaces in on-campus residences (MHR – V1 – MKV)
Academic programming – workday -	November 4	
Student Advocacy Office	November 7	
Inter-university captain dinner - Athletics	November 7	
SGRC	November 11	
GSRC	November 13	

Report on behalf of the GSA Chief Returning Officer (CRO)

Society of Architecture Graduates (SWAG) REFERENDUM October 2013

Rose Vogt, GSA General Manager

Decision: Referendum Question to increase the SWAG fee is approved.

The Executive of SWAG contacted the GSA with a request to hold a referendum to increase the SWAG Fee. The documentation provided by SWAG was approved at the September 2013 meeting of the GSA Council. The GSA Board of Directors approved the referendum on September 30, 2013.

In compliance with GSA by-laws, (By-law #8 (*as applicable*), and specifically By-law 8.1.3), notice was sent on October 1, 2013 by Rose Vogt, GSA GM, on behalf of the GSA CRO to architecture graduate students registered as 'full-time'. Notice was given at least fourteen days to its memberships, a call for a YES and NO committees was made at the same time, and a campaign period of one week before voting was designated.

Voting took place on October 14, 2013 to October 17, 2013 by electronic ballot.

The identities of voters were confirmed according to a list received from the Graduate Studies Office of registered Full-Time graduate students in Architecture as of the date of notice, October 1, 2013. Individuals' votes are anonymous.

GSA By-laws requirement for passing a referendum decision are outlined in By-law #8.13.0

8.13.0 Referendum Decision. A referendum will be considered to have passed if all of the following conditions are met:

- (i) more votes were cast in favour of the referendum than were cast against it,
- (ii) the number of votes cast in favour is at least 15% of the number of eligible voters,
- (iii) at least 7 votes in favour were cast.

The results of the referendum are in compliance with GSA By-law # 8.13.0 and indicate approval of the question.

- Seventy-two (72) graduate students were eligible to vote.
- Twenty-eight (28) votes were received. (39% voter turnout)
- Twenty-one (21) votes were cast in favour of the question. (30% of eligible voters and 75% of the votes cast)
- Seven (7) votes were cast against the question. (10% of eligible voters and 25% of the votes)

This report is submitted to the GSA President who will inform the University of Waterloo Administration of the result.