



Council

Notice of Meeting
Date: Wednesday, September 4, 2019
Time: 4:00 P.M. – 6:00 P.M.
Place: NH 3407

AGENDA

Time	Item	Action
4:00 pm	1. Speaker's Welcome and Opening Remarks	-
4:05 pm	2. Adoption of the Agenda (Changes will be noted with **)	For Approval
4:10 pm	3. Attendance	-
4:20 pm	4. Declarations of Interest	For Info
4:30 pm	5. Approval of the Minutes of the Previous Meeting a. October 11, 2018 (tentative) b. August 7, 2019	For Approval
4:30 pm	6. Delegations a. Graduate Students Endowment Fund – Matthew Robbins	For Approval
4:40 pm	7. Reports a. Draft Proposed Teaching Assistantship Political Position	For Info
4:50 pm	8. Motions a. Motion to appoint Councillor to the Council Executive Committee b. Motion to appoint Councillor to the President Nominating Committee	For Approval
4:55 pm	9. Advising the President	For Info
5:20 pm	10. New Business & Members' Discussion a. Draft Terms of Reference – Elections Committee b. Council's 2019/2020 Annual Workplan c. Recruitment Process (President, Vice President, Others) d. Orientation Training Session	For Info
5:40 pm	11. Update from the Board	For Info
5:50 pm	12. Outstanding Action Items a. New Councillor Mentoring Program	For Info
5:55 pm	13. Notices of Motion	-
6:00 pm	14. Adjournment	-



Council

Meeting Minutes

Date: Wednesday, September 4, 2019

Time: 4:00 P.M. – 6:00 P.M.

Place: NH 3407

Time	Item
4:06 pm	<p>1. Speaker's Welcome and Opening Remarks The Speaker took the Chair. Quorum was present (9/18).</p>
4:07 pm	<p>2. Adoption of the Agenda (Changes will be noted with **) The agenda was adopted. Moved (Parker/Smith). Approved. Carried.</p>
4:08	<p>3. Attendance The administrative assistant and note taker took attendance.</p>
4:11	<p>4. Declarations of Interest No declarations of interest</p>
4:23	<p>5. Approval of the Minutes of the Previous Meeting</p> <ul style="list-style-type: none"> a. October 11, 2018 (tentative) Deferred to October meeting b. August 7, 2019 Deferred to October meeting.
4:12	<p>6. Delegations</p> <ul style="list-style-type: none"> a. Graduate Students Endowment Fund <p>A presentation on the structure, purpose, funding breakdown, and outcomes of GSEF was delivered. Recruitment is underway for a GSA council representative, project review committee, and board of directors. Time commitment is 2 hours per month. A webpage containing more information can be found at GSEF.uwaterloo.ca. The percentage of people opting out of the GSEF fee will be available in the upcoming week; previous estimates are 3-5% each semester.</p>
4:24	<p>7. Reports</p> <ul style="list-style-type: none"> a. Draft Proposed Teaching Assistantship Political Position <p>Part B requires further revision prior to approval; notice of motion to amend position paper #9 to include this report. The intention is to state that if a student is hired as both a TA and a sessional instructor, they count as two separate positions and compensation for sessional salaries is not reduced. It is unclear how Part B alters the funding guarantee that students receive as part of TA positions; departments may still be able to make adjustments to continue paying students at the same annual rate (e.g. pay students less during subsequent terms). Further consultation with the President and GSA council is needed to clarify this political position. A major issue is that graduate students are not involved in how UW determines their salary and labour. Taxes are different for</p>

	<p>RA and TA positions in AHS due to TAs receiving awards, so RAs end up receiving less income annually.</p>
4:41	<p>8. Motions</p> <ol style="list-style-type: none"> a. Motion to appoint Councillor to the Council Executive Committee Need a member from the faculty of science. No volunteers. Deferred. b. Motion to appoint Councillor to the President Nominating Committee No volunteers. Deferred.
4:45	<p>9. Advising the President</p> <ul style="list-style-type: none"> • September updates: final numbers are not available yet for SCI opt-outs but preliminary percentages are; varies between 9-16%. Changes to services have been completed and communication efforts to promote the GSA are ongoing. Brief updates given for student experience review report, UW strategic plan, course evaluation project, policy 30, and vital signs survey. • 2019-2020 budget plan: approved by the board in August. • Strategic priorities: a report of priorities will be provided to the board in the September meeting. A workplan will be delivered at the start of each semester along with a progress report at the end of the term. • Council participation: volunteers for orientation activities and alumni engagement are required. <p>The President asked for councilor input on how teaching effectiveness should be measured as part of the student course evaluation project. The Course Evaluation Project Team (CEPT) on campus explores this problem; a rubric is being developed to determine what indicators should be used to measure teaching effectiveness. Further questions should be sent to the President by September 11.</p> <p>Environmental sustainability is a strategic goal for the GSA, emphasizing education and that UW practices align with these principles. Another goal is to develop a working relationship with the UW environmental sustainability department.</p> <p>5 minute recess called at 5:07. Meeting reconvened at 5:14</p>
5:15	<p>10. New Business & Members' Discussion</p> <ol style="list-style-type: none"> a. Draft Terms of Reference – Elections Committee <p>The ToR, responsibilities/deliverables, membership, and rules of the Elections Standing Advisory Committee were outlined by the elections commissioner. ESAC does not support a political party but they will describe how political parties relate to GSA political positions and inform students on how their votes would impact them. The threshold for “bound to impact” regarding international events affecting graduate students will be consulted on a case-by-case basis. Informing students on how to vote is procedural in nature, which can be clarified in the ToR.</p> <p>How will discriminatory views be handled in internal versus public reports; will individual names be associated with positions in either case? There are no definitive bylaws on how confidential information should be handled. Solutions included the following: no names can be written into the reports submitted to the speaker and/or names could not included in the public minutes that are released. Possible to include a disclaimer about how individual views do not reflect the</p>

GSA as a whole. Code of ethics can be utilized to inform this situation as well.

Motion to accept the ESAC ToR with revisions to section 3 of the background (Smith/Robbins). The revisions are as follows: "it is the responsibility of the ESAC to support students by providing them logistical information on how to register and vote in the federal elections on campus," and "provide information on how political party platforms align with the GSA's political positions and how students will be impacted". These will replace bullet 3 under section 3. Will also include a revision that no individual names will be included in the report submitted to the speaker. Vote approved. **Carried.**

b. Council's 2019/2020 Annual Workplan

c.

The focus of council is on recruitment and training. What other priorities would councillors like to see included in this plan? Communication (reporting methods for GSA progress, streamlining council organization charts) and inter-departmental relationship building. A survey can be created about workplan priorities and sent to councillors for feedback.

d. Recruitment Process (President, Vice President, Others)

Joint Policy Review Committee is reviewing this process and a recruitment taskforce has been created. No scope of practice has been developed yet, but plans are underway. Several positions need to be filled or will need to be in the near future; it is important that the recruitment process be clear and streamlined. Input from councillors and advice on recruiting graduate students is requested.

Motion to extend meeting by 15 minutes (Reid/Marin). Approved. **Carried.**

e. Orientation Training Session

A 30-minute presentation will be delivered on training for new councillors.

f. Funding for international students

Beginning in the spring semester, changes to financial need bursaries for international students have been made (e.g. current academic term, extenuating circumstances aside from need), reducing access to financial assistance. International student doctoral awards have also been altered and the masters award was removed. Student Graduation Relations are being consulted on these issues. Suggestion to discuss a student living wage.

11. Update from the Board

The board approved the 2019-2020 budget; council cost of governance was included and will be discussed more thoroughly in the September meeting. Initial opt-out rates look promising. Request for participation in committees.

12. Outstanding Action Items

a. New Councillor Mentoring Program

Request for mentors to new councillors was made.

13. Notices of Motion

	14. Adjournment Motion to adjourn at 6:12 (Okwuchi).
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