



GSS Council Meeting Agenda  
Updated: 1/21/13 11:43 am

**Dec 6, 2012 5:30 PM**  
**GSS Penthouse**

**Christmas Dinner and Social at 7:00 @ the Pub**

Link to Agenda and supporting materials:

<https://www.dropbox.com/sh/ud1im7hqanseww6/icRseY-jZB?m>

**In attendance: Joel Atwater, Gabriela Badica, Guillaume Beaulieu, Ambrose Chan, Colum Connolly, George Furey, Evan Smith (proxy for Marianne Haseloff), Gwen Huber, Marie-Pier Bovil (proxy for Xue-Rong Jia), Robert Klinzmann, Vivian Lam, Conny Lin, Kristan Marchak, Natalie Marshall, Sancho McCann, Brendan Naef, Omid Nourbakhsh, Victor Padilla, Sarah Parker, Andrew Patterson, Radu Racovita, Hafizur Rahman, Jahidur Rahman, Sabrina Rashid, Chris Regier, Kathryn Rowswell, Rachel Roy, Elie Sarraf, Paul Save, Bethany Schmidt (proxy for Christine Hochbaum), Stephania Schwartz, Maxim Stykow, Yunfei Zhang, Ling Zhang, Chunman Zhang, Craig Kerr, Julienne Jagdeo, Andrew McEwan, Tobias Friedel**

**Regrets: Valeria Castellanos, Yvonne Dzal, Michael Fairchild, Amanda Grochowich, Rabia Khan, Jan Luedert, Cynthia Min, Ingrid Olson, David Waddell, Alexandra Wieland, Tom Woodsworth, Chelsea Gao, Ting Ting Zhou.**

**I. Call to order, adoption of agenda and introductions**

*5:32pm*

*Adoption of the Agenda: Passed*

*Introductions*

**II. Presentations & relevant motions (10mins presentation, 10min questions)**

**1. Graduate Pathway to Success & Doctoral Exams**

Presenter: *Jacqui Brinkman (GPS Manager) and Jennifer Fletcher (the Doctoral Exams Team), Faculty of Graduate Studies*

*Here today to talk about the changes proposed in room bookings. Wanted to speak about the budget, moving forward. The candy canes (handed out) are adverts for the 3-minute thesis competition in March. I encourage you to present! It's a great way to get exposure, or just come as an attendee. Please email if you ever want to talk about that or the program. As for GPS, we have run a variety of workshops throughout the year. Topics are like "Back on track with your thesis" "Applying for scholarships", etc. For the 2011/12 offerings, we had 79 offerings plus the 3-minute thesis. Overall budget is \$163,000 per year, space rental was around \$6,000 (to the GSS). We serve around 10,000 grad students. 60% show rate. We struggle with registration to attendance rate, which is normal. For bookings charges, we pay \$97.44 every time we book a room. In the new contract, labor will increase and so we will now pay \$106.40. Difference in price is \$1400 per year approx. Our budget is not increasing, so this is substantial. If these prices are incorporated, I will have to go to each facilitator and ask about microphones, etc. and other extras charged. It's a pain, but could be done. Conny has had some suggestions, but I am open to questions/comments/thoughts.*

*Questions:*

*Do the GPS workshops have mostly grad students- or are there any undergrads?*

*-Very few. Maybe a handful, a few postdocs. Mitacs workshops are open to both. We base registration on enrollment numbers. Up to 10% can be post-docs. We give priority to grads.*

*Based on the experience of other orgs putting on seminars, having fees increase show rates. Have you considered this?*

*-Many times, but the Dean is philosophically opposed. Wants to erase barriers to participation for students. Even as little as \$5, she doesn't want to go that route. Mitacs takes a deposit of \$50, but that has its own issues.*

*What's general process for getting leaders of workshops?*

*-Varied- some we have had for years. Some come from Mitacs. We look at the needs from grad student feedback. Most do charge us, but give reduced rates because we are academic.*

*What would you be happy with as outcome?*

*-Dr. Porter would like no increase, but Conny and Dr. Porter will have to work it out. If microphones could be omitted, that would be a good compromise. Means I will have to offer a session less per year because of less budget.*

*What are the prizes for the 3-minute thesis competition this year?*

*-We currently have 0 for sponsorship so not sure yet. \$1000 for the winner, hopefully. It's nice incentive, but it is a good opportunity for exposure, and the experience of knowing how to express your research.*

*And please do ask questions if you have them! We are always happy to hear from you.*

## **2. Advocacy Coordinator report**

*Presenter: Elie Sarraf (Advocacy Officer) This is our 3 month report to Council. Our vision is a campus where students know their rights, feel supported, and where they know how and when to seek assistance. Mission is to provide confidential assistance. We also provide outreach. We had 15 new cases, some appeals, some academic misconduct, and resources questions. We have 3 ongoing cases from before. Had a meeting with Kimberly Beck from UBC Counsel re: academic misconduct hearing case. Also met with Carol Naylor and Chris Sulmyka re: Early Alert. We keep regular meetings with AMS and UBC Ombuds office. Have a blog (Thrive) on maintaining balance. Sit on UBC Suicide Awareness Committee. Looking for Ambassadors for that. Sit on the President's Advisory Committee on the Ombuds office. Chair has retired, now we are looking to have a new president. As for the Grad Wellness Committee members, we are preparing a GPS workshop. Also member of Mental Health Network. Outreach programs- collaborating with FoGS for Academic Integrity. Targeting Senate to improve orientation regarding academic integrity. In terms of the office, we have one now here, thanks to the Exec. Thanks to Rabia, Conny, and Victor, we are looking to hire a new trainee!*

*Questions:*

*AMS has advocacy- how does it differ from us?*

*-Deals with undergrads, and they have more hours. And their cases vary, ours are dealing more with supervisors and grad issues.*

## **3. MMK Task Force: Landscape Update**

*Presenter: Chris Roach (Chair, MMK Report Task Force) Will be presenting on the task force that Council just approved. MMK report was performed in 2009/2010, and it made 75 recommendations in 10 general areas. Looking to go through the recommendations and assess which are not done, and how to implement them. We'd like to bring a bunch of motions towards implementing on solutions. For example, what roles do we need in the GSS? Like the Archivist and Council Secretary. Council itself used to be larger. We are looking at giving you more opportunities, should you want it. Student Engagement- We'd like to build a community. New ways for communications, newsletter, and the number of students voting in elections. Let's get more involved in the GSS. Split VP Ac/ Ex portfolio in two. One person can't handle the entire role. Executive training and Continuity- It often takes them too much time to do so- and we need better training. You will receive a document outlining the 10 points soon. These are the areas we are working on. We'd love to have you on board, please come talk to us!*

*Questions:*

*Have you considered separating the VP Admin role into two?*

*-Yes, we might. Conny has provided a chart. Could move Code and Policy under the President's portfolio, which should alleviate some work for that position.*

*Victor, the current VP Admin: We have to do a lot of day to day stuff, some things could be shifted like the bill paying, etc. In order to get there, we need to look at job descriptions of current staff and see where we could shift things.*

*Chris Roach- We need to look at the future too and see how we can change.*

*Joel- In the past the VP Academic and External split was voted down in Council; but that had more to do with personalities. So some of these points were already addressed and council said no. But we can revisit this.*

*Request from Conny to have older councilors look at document and give feedback!*

*We used to have AVPs, do we need to bring some back?*

*-No, we are not looking into that. The context is the Council Secretary, (also known by many names), currently is the Executive Director position now. Work needed to be done, but the GSS was in dire financial straights. At the time, AVPs were often hired by nepotism, and we were not getting work out of them. Budget for ED came from eliminating AVPs. Multiplier of part-time being replaced by a full time person was not quite right.*

*Document 1. MMK Report Issues and Recommended Solutions – 20121205*

#### **4. Chinese New Year Gala**

*Presenter: Ling Zhang, President, Chinese Graduate Student Association*

*This is a very important event in Chinese culture. Many people are also interested in this. There used to be no on-campus gala. For this year, it will be hosted by the GSS and the Chinese Graduate Student Association. Last year it was sold out. The majority of the audience was UBC grad students. 260 people came. More than 20 programs were held, and we had an all-you-can-eat Chinese dinner. There were games, prizes, and gifts. (Shows photos from events) Next year is year of the Snake. Feb. 2<sup>nd</sup>, at 4pm in the GSS Ballroom. It will be similar to last year's but with more fun and surprises. Budget is higher than last year, this year it is \$2,370. Includes food, drinks, GSS Ballroom fee, gifts for performers, subsidies, etc. Aim is \$950 from the GSS. Rest is covered by tickets sales and corporate sponsorship. We would like to keep the ticket prices low. Will bring this to January Council.*

*Questions:*

*Looks like a great event. On the ticket price, you sell it every year- you could raise it a bit, right?*

*-Yes, last year was too low.*

*Had a deficit?*

*-\$120*

*What price for this year?*

*-Advance \$5, for first 50, rest will be \$10. If GSS can provide \$950, we could break even.*

*Is Scotiabank on board?*

*-Yes, hopefully.*

*How many ticket were sold in advance last year?*

*-Almost all were in advance. Only 10 were sold at the door.*

*If the cost is \$12, 6 dollar difference, how much would we subsidize?*

*-Up to \$950, if we get more from sponsorship, will cover it.*

*The GSS isn't a cultural organization. We have mechanisms, like a Special Events Fund. Why bend the rules, and subsidize an all-you-can-eat dinner?*

*Robert would like to have it noted that the GSS donated turkey for an International Thanksgiving dinner, and that is cultural.*

*-Our mandate isn't cultural. But we have done it through the SEF, however, it was over \$350, so it has to come to council. Last year we got over 60 non-Chinese guests, and we heard lots of feedback. Many wanted it again- there's demand. Majority of people are grad students. It's a good service for them. We invited non-Chinese groups. Not showing off Chinese culture.*

*But why this event? What is special about it?*

*-The fund is \$350, if we are lucky enough, to get more money, we won't use it. Many international students can't afford much. Some tickets will be given. We don't pay performers. So ticket sales last year was \$900.*

*The mission of GSS is to provide social and recreational services, so how we present this is an important thing. It was a rare event that crams the room with people. Seems fair to me. Just try to keep expenses low.*

*Conny would like to ask, “ How many times have you seen the ballroom packed?” This is controversial, but our mission is to have grad students hang out here. This is why it is in Council.*

*Joel’s point is these are great events, but concern is GSS has only so many resources, so how much grad student good can we do per dollar?*

### **III. Executive Remarks (5mins max. each report)**

**President** – Conny Lin: *CASA this week is lobbying week, 146 meetings with different MPs, etc. We have lobbied really well on the Open Access issue. We explained to MPs what it is. There is no federal minimum on Intellectual Property, missing fed. regulations, so UBC can do whatever it wants. On tri-council reps, we talked to them directly.*

**Vice-President, Academic & External** – Rabia Khan: *Absent*

**Vice- President, Administration** - Victor Padilla: *The Pub- the Ubysey published an article about it this week if you noticed. It’s taking longer than expected to open. Passing the contract back and forth, signing the contract early January hopefully. UBC taking time with the lease because of changes in BC law. Not paying property tax now, not sure how it is mitigated thru new lease. HR we got a new hire, David Song, system admin, still have sports events position open, still have 2 labor complaints mediation next January. Still working on HR manual. Very exciting things!*

**Vice-President, Finance** – Robert Klinzmann: *So the biggest financial news is UBC approved rent reduction of around \$8000. About the Chinese gala, if we approve it once, more others will come. Instead of budgeting, our money goes into SEF. This might have to be changed, so this will come to the AGM.*

**Vice-President, Services** – Yunfei Zhang: *Our new website is almost done, launching next Thursday. Will send out and have it sent so you can click and try. Have built up close connection with I-House. This Tuesday we have a Wellness peer program talk, next wed, 2-4pm, a talk on Traffic Support from UBC and government talks. As for the Chinese new year gala, please put aside my Chinese identity for this recommendation- at the GSS we want as many students as possible. Besides orientation, we have many new students, and we never see as many again. This event is for all students at UBC. We can have more exposure.*

### **IV. Committee Chair and Representative Reports (5mins max, each report)**

**Senate** – Chris Roach: *Haven’t had a senate meeting, nothing new. We are trying to get a new grad senator. Done a bit of work, not passed thru senate, but approved on committee level. Should have a second then, which is really good!*

**Board of Governors** – N/A

**AMS Council** - Chris Roach: *Most interesting is the AMS debate on putting in a micro-brewery in the SUB, but there is a question of whether the business plan is sound. Want 1 million dollars out of the fund so there is no loan. Loans with payments will not break even. Need to increase sales by 75% to break even. Is it worthwhile? Will decide in January. AMS and Translink agreement on UPass was discussed, \$120 a semester, will increase to \$140, every year after, \$20. Still a good deal but not ideal.*

**AMS Health & Dental Committee** - Sancho MaCann: Haven't met. If you have issues with anything concerning health and dental, let me know.

[No Meeting] **Graduate Council** - Kristan Marchak

**Executive Committee** - Conny Lin: We have interesting things, like the GU15 coming up- It's the top 15 universities meeting. We have a grad society version. Met in Alberta last year, it's a financial opportunity to have it here instead traveling, would save \$4000 spent going there. Looking for sponsorship, too. Looking into council awards, like the Just Dessert awards.

**MMK Task Force** – Chris Roach: See presentation.

**Academic & External Committee** - Rabia Khan: Not present.

**CASA AGM Task Force** – Rabia Khan: Not present.

**Advocacy Task Force** – Rabia Khan: Not present.

**Code & Policy Committee** – Conny Lin: Working on the Code, almost there with revisions!

[Document 2.](#)    [CPC Annual Plan 20121206](#)

**Election Committee** – Andrew Patterson: Not much to report, hard to get people to meet, set for Monday.

**Executive Oversight Committee** - Maxim Stykow: Execs are doing their job, nothing to report.

**House Finance Committee** – Robert Klinzmann: approved two DOFs, hey there's funding for every department. If you have an event, you can access this. The event has to be held here, though.

**Pub-Renewal Taskforce** (House Finance) – Victor Padilla: Nothing more to add.

**Human Resources Committee** – Victor Padilla: Working on HR manual.

**Services Committee** - Yunfei Zhang: None to add.

[Inactive] **Accessibility at Orientation Taskforce** (Services) – Not active.

**International Festival Taskforce** (Services) – Ling Zhang: We approached more groups for more support.

**Safety and Sustainability Committee** – Amanda Grochowich: Inactive committee.

## V. Approval of Minutes

### 5. Council Minutes

BIRT the minutes of the GSS Council meeting dated *November 21, 2012* be approved as presented.

**Unanimous Approval.**

### 6. Committee minutes

BIRT the minutes of *Exec\_20121108, CPC\_20121109, HF\_20121030, and AcEx\_20121030* be approved as presented.

**Unanimous Approval**

## **VI. Seatings, unseatings & appointments**

### **7. Notice of unseatings (no vote necessary)**

*Stephanie Williams (Linguistics)* and *Ravindranath Reddy Gilibili (Pharmaceutical Science)* have missed more than three council meetings and are unseated from the Council

*Nafis Rahman (Commerce,)* *Joel Atwater (Civil Engineering)* have submitted their resignation and are unseated from the Council.

*Nafis Rahman* submitted resignation and is unseated from the House and Finance Committee

*Nafis Rahman* submitted resignation and is unseated as a representative of Graduate Council.

*Christine Hochbaum* submitted resignation and is unseated as Chair from the Accessibility at Orientation Task Force and

*Ting Ting Zhou and Christine Hochbaum* submitted resignation and are unseated as member of the Services Committee

*Ting Ting Zhou and Paul Save* submitted resignation and are unseated as member of the Code and Policy Committee

*Stephanie Williams* be unseated from the AMS/GSS Health and Dental Committee

*Chelsea Gao* has submitted her resignation and is unseated from the CASA Task Force.

### **8. Seatings (Committee and External representatives)**

BIFRT *Rabia Khan* be the GSS representative on the Killam Teaching Prize Adjudicating Committee

*Document 3. Killam Teaching Prize Adjudicating Committee*

BIFRT *Melody Ren* be seated on the AMS/GSS Health and Dental Committee

BIFRT *Craig Kerr* be seated on the Academic & External Committee

BIFRT *Tobias Friedel and Guillaume Beaulieu, Gabriela Badica* be seated on the House and Finance Committee

BIFRT *Colleen Lau* be seated on the Human Resource Committee

BIFRT *Craig Kerr, Brendan Naef, and Julienne Jagdeo* be seated on the Code and Policy Committee

BIFRT \_\_\_\_\_ be seated on the Executive Oversight Committee

BIFRT *Michael Fairchild* and *Chunman Zhang* be seated on the Elections Committee

BIFRT *Kathryn Rowswell and Rabia Khan* be appointed as non-voting members of the MMK Review Task Force

BIFRT *Joel Atwater* be seated on the Pub Renewal Task force.

**Moved:** Chris            **Seconded:** Paul

**Unanimous Consent**

## VII. Motions

*max. 3 min. for motivation; 15 min. for debates; 2 min. per question*

### 9. Departmental Organizational Fund (DOF)

*From the Code and Policy Committee and the House Finance Committee*

WHEREAS the House Finance Committee deals with request from graduate students on a regular basis to allow usage of DOF for events hosted outside of the GSS, but the intention and purpose (Policy 7.1) of DOF is “a rebate of expenses for departmental events held at the Centre”; Code and Policy Committee recommends changing the name of the Fund from “Departmental Organizational Fund” to “Departmental Event Rebate Fund” to better reflect the intent of this Fund

WHEREAS currently House Finance Committee approves the DOF (Policy 7.2.2) but the procedure (Policy 7.2) of getting DOF is clearly defined, therefore, the House Finance Committee recommends that approval of DOF by Vice President Finance shall suffice

BIFRT Policy 7 be amended from “7. *Departmental Organization Fund*” to “7. *Departmental Event Rebate Fund*”

BIFRT “the Finance Committee” Policy 7.2.2 and 7.2.4 be replaced with “Vice-President Finance” as follows

*7.2.2. The Department Committee must submit a written budget to the Vice-President Finance of the Graduate Student Society, for approval at least one week prior to the date of the events.*

*7.2.4. Money will be disbursed to the departmental representative after the activity is completed, the Vice-President Finance receives a statement of expenditures with original receipts, and the Vice-President Finance has confirmed that the applicant has settled any outstanding debts with the bookings and food and beverage managers. On demonstration of special circumstances, the Vice President Finance may return original receipts after disbursement.*

BIFRT to retain proper reporting of Vice-President Finance to the House Finance Committee, Policy 7.2.5 stated as follows to be added

*7.2.5 the Vice President Finance shall report claims of the funds in the next House Finance Committee meeting*

**Conny Motivates.**

**Moved:** Conny Lin

**Seconded:** Victor

**Motion Passes.**

**Motion to Amend the Agenda: Paul**

Talk about FoGS issue for 10 minutes

**Moved: Paul Seconded: Sancho**

**Sancho: would like to amend to 5 minutes**

**Straw Poll on 5 minutes vs. 10 minutes: 5 minutes wins.**

*Robert suggests putting this in the January agenda. Paul thinks it's easier to talk about now.*

*Paul would like to note that it is in the realm of our bookings department, but we need to know what is going on there. Maybe we charge more, maybe it comes out of another department. But even if we go on a split, we are still losing money. Maybe come out of the Service Department budget?*

*Robert thinks they complain a lot. UBC charges so much for everything, we never get anything for free. We get charged ridiculous amounts- just look at our phone bill- and we are stuck. They have a fixed budget, we do too. We should charge them.*

*Chris says that we see that a lot at UBC. Jacqui said that most speakers don't need things-like the microphones, flip charts, etc. She should put that on form for extras, but suggest they do this while still charging.*

*Victor says he has thought about this, and what would the GSS do with the \$3000 extra? Most likely we would increase student services. So maybe make GPS acknowledge this? But really what would they do? They are a big customer, should we waive those fees?*

*Joel agrees, but their budget is flat because they don't have increasing costs. If we pass it along, what happens? Shouldn't go to the Services budget. Should be a commercial negotiation with FoGS. We shouldn't subsidize what they are doing. It comes from us, or from UBC.*

*Joel would like to move that Exec committee take care of this.*

**Motion:**

**BIRT Council delegates the authority to negotiate bookings rates with FoGS to the Executive Committee.**

**Moved: Joel**

**Seconded: Conny**

**No objections**

## **Motion Passes.**

*Robert thinks bookings should take care of it.*

*Conny says it was here because the Fogs asked to have a meeting, so it should come out of Exec.*

## **VIII. Discussion**

**10. Organizational Values Survey: Paul:** A survey was created. Wanted to have this sent to our department. So send it out, engage your department!

**11. Council attendance award: none.**

Rabia sent out report from CAGS.

## **IX. Other Business**

### **X. Notice**

- Campus Shuttle Route Consultation survey [click here](#)
- Report for Canadian Association for Graduate Studies is submitted by Rabia Khan  
*Document 4. 2012-11-19 Academic and External\_CAGS Appendix*

### **XI. Next meeting**

The next Council Meeting shall take place on Jan 17, 2013

### **XII. Adjournment**

**7:09pm**