



# GSS Council Minutes

Thursday, January 21<sup>st</sup> 2016 | GSS Ballroom | 5:30 pm.

**Present:** Amber Shilling, Andrew Leyland, Bingyu Liu, Bradley Balaton, Chad Rickaby, Shayan Hoshyari (proxy for Chandan Sejekan), Chen Vu, Cathryn Crocker (proxy for Christie Waltham), Dan Kehila, Dylan Burrows, Enav Zusman, Francisco Gómez – Lopéz, Maryson García Patino (proxy for Grant Tran), Hamza Khan, Jennifer Zhao, Jennifer DeBoer, Jennifer Bok, Joann Anokwuru, John Dupuis, Joon Seon Lee, Julie Van de Valk, Kate Jaffe, Namrata Jain (proxy for Kelsi Lix), Kevin Mehr, Krish Maharaj, Kyla Drzazgowski, Maayan Kreitzman, Maichael Thejoe, Mirza Sarwar, Natasha Little, Olenka Forde, Patrick Lo, Peter Chen, Sarah Simon, Shadi Balandeh, Shona Robinson, Tal Shalev, Vasili Triandafilidi, Veronica Knott, Xiaolei Deng, Xun Zhou, Yaseen Mottiar, Yulia Merkulova and Erin Gluntly (proxy for Zoe Lam).

**Regrets:** Andrew Alexander, Charles Copeland, Conny Lin, Elizabeth Bulaeva, Emily Allan, Hooman Shahrokhi, Ingrid Olson, Jennifer Campbell, Natalie Marshall, Raghav Grover, Tobias Friedel.

**Absent:** Anujit Chakraborty, James Lawson, Logan MacDonald, Mohammad Nikoo, Parker Jobin.

**Guests:** Jacqui Brinkman, Manager, Graduate Pathways to Success;  
Sarah King, Student Assistant, Graduate Pathways to Success;  
Mark Wellington, GSS General Manager.

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## A. Call to Order and Adoption of the Agenda

1. The meeting was called to order at 5:44 pm.

BIRT the agenda be adopted as presented.

**MOVER: Amber Shilling**

**SECONDER: John Dupuis**

Amendment to add presentation titled “Responsibility to Protect” by Camille in the section Presentations.

**MOVER: Chandan Sejekan**

**SECONDER: Amber Shilling**

**MOTION PASSED**

Amendment to add motion titled “Nomination Form” in the section Motions to Council to read:

*WHEREAS candidates are to assume a public position.*

*WHEREAS the council is to trust them to uphold their position in events that will require not only their likeness to be taken, but that likeness to positively represent GSS as an organization, therefore*

*BIRT we see that the public likeness of the nominees as a political duty of the candidates to be responsibly disposed, and that the signing of the form to have one's likeness taken at debates is therefore only a legalistic procedure*

*BIRT we suggest to include the following blurb in the nomination form, instead of in a separate form:*

*" By signing this document, I agree to participate in the All Candidates Debates, during which photos of the candidates will be taken, the debate will be live-streamed, and the photographs/videos may be uploaded onto the GSS website and social media channels after the Debate and may be used for future material."*

**MOVER: Dan Kehila**

**SECONDER: Christina Wiesmann**

**MOTION PASSED**

Amendment to add motion titled “Election Dates” in the section Motions to Council to read:



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*WHEREAS GSS Policy 12.2.1 requires an announcement of the election dates at least 2 months prior to voting, and*

*WHEREAS there are many logistical advantages of running elections parallel to the UPASS referendum and AMS elections, and*

*WHEREAS UPASS referendum and AMS elections had only been announced last week with no prior notice given to the GSS, and*

*WHEREAS UPASS referendum and AMS elections are being held 29/Feb/2016-04/Mar/2016, therefore*

*BIRT GSS Council suspends policy 12.2.1 for the 2016 GSS Elections to allow Elections to be called on 22/Jan/2016 for the voting period of 29/Feb/2016 - 04/Mar/2016*

**MOVER: Dan Kehila**

**SECONDER: Tal Shalev**

**MOTION PASSED**

BIRT agenda be approved as amended.

**MOTION PASSED** by unanimous consent

## **B. Introductions**

## **C. Presentations**

*(10 Minutes for presentation, 5 minutes for questions)*

- **Three Minute Thesis [3MT]**

*Presenters: Jacqui Brinkman and Sarah King*

- Sarah: student assistant with Graduate Pathways to Success;
- Share excitement about upcoming competition and would like to give a taste what it might look like;
- 3MT is an academic competition that helps graduate students with fostering effective presentation.
- Why 3MT? Imagine you are defending your thesis or presenting on important issue and realize that you start stumbling through the presentation. So many complex factors of your research that need to be explained to audience that might not share the same knowledge or expertise. 3MT helps students to learn how to present their research covering most important points.
- Participants have three minutes to present using only one slide;
- The goal is to compel audience to get interested in the topic;
- Takeaway: 3MT helps not only to master presentation skills, but also in so many other ways, e.g. prepare for job interviews, networking, get invited as a speaker, increase motivation, see how your peers are doing outside your office, etc.
- Jacqui: Sarah is in a work learn program with GPS; one of the things she asked was public speaking;
- Helped with presentation script and strategy; Sarah did a great job today;
- GPS runs a variety of workshops and seminars to help graduate students advance through their studies and enjoy their programs; Jacqui's main goal is to help graduate students succeed academically and 3MT is one of the programs that shows great results;
- Have all the materials to run heats, asking for participants as that's what it makes a great competition;
- Doing regional round for the Botany, Forestry and Fisheries heat;
- Run heats for VGH, CHBE, Civil Engineering, etc.

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- Students from other departments are welcome to register their own heat.
- Registration is open;
- Questions: [graduate.pathways@ubc.ca](mailto:graduate.pathways@ubc.ca)

## *Questions & Answers*

It was asked and answered that 3MT is organized in collaboration with associate deans, post-doctoral fellows and UBC Communications and Public Affairs.

It was noted about excellent presentation skills of the 3MT participants, to which answer was that most of the presenters recorded on video aren't first year participants, and emphasized that anyone is welcome to participate and master their skills to achieve such results.

It was also mentioned that Jacqui will be presenting at Life Sciences Institute coming Monday and is available to talk about 3MT competition at any department interested.

- **Responsibility to Protect [R2P]**

*Presenter: Camille*

- PhD student in Political Science department looking to start a club with AMS;
- Need 50 signatures in the petition, and asking to support the creation of her club that will conduct research on R2P;
- “R2P” responsibility to protect is an international law norm that implies providing assistance to population when in humanitarian crisis like war crimes, etc.
- Noted importance to support academic research on this matter given the refugee crisis;
- Asked permission to pass petition form around the table for signing;
- For anyone interested to join the club will be glad to provide more information.

## *Questions & Answers*

It was asked and answered that club needs more students involved to get research activities going. It was further said R2P club will be conducting research on R2P exclusively to promote this principle more widely.

Point of Information: Tobias F. is away at conference in Ottawa. A detailed report will be presented in the section Executive Reports.

## **D. Seatings, Unseating and Appointments**

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

**Kaye Hare** has been unseated as Departmental, Human Resources and Harassment and Discrimination Representative.

**Matthew Gartner** has been unseated as Departmental Representative.

**Mary Caple** has been unseated as GSS Representative to AMS Council.

**Xiaolei Deng** has been unseated as GSS Representative to AMS Council.

**Abigail Baticados** has been unseated as Harassment and Discrimination Representative.



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3. BIRT the following seatings are approved:

**Kaye Hare** (ordinary member) be seated to the Human Resources Committee.

**Kaye Hare** (ordinary member) be seated to the Harassment and Discrimination Ad Hoc Committee

**MOVER: Bradley Balaton**

**SECONDER: Maichael Thejoe**

**MOTION PASSED** by unanimous consent

4. BIRT the following appointment is approved:

**Bradley Balaton, Harry Li** be seated as GSS representative to the AMS Council

**MOVER: Bradley Balaton**

**SECONDER: John Dupuis**

**MOTION PASSED** by unanimous consent

## E. Approval of Minutes

5. BIRT the minutes of the GSS Council meeting dated "December 10<sup>th</sup>, 2015" be approved as presented.

**MOVER: Amber Shilling**

**SECONDER: John Dupuis**

Amendment to strike discussion item "Microwave Power Transmission as a Future Feasibility of Solar Power Satellite" deemed friendly.

**MOTION PASSED**

**25/0/1**

6. BIRT the following committee minutes be approved as presented:

Harassment and Discrimination Ad hoc September 24, 2015;

Harassment and Discrimination Ad hoc November 11, 2015;

**MOVER: Amber Shilling**

**SECONDER: Dan Kehila**

**MOTION PASSED**

**20/0/2**

## F. Executive Remarks

*(3 minutes)*

- President – Tobias Friedel<sup>1</sup>

*"Dear Councilors,*

*Hopefully all of you had a great break and you are back refreshed and recharged, Happy New Year!*

*I am currently representing UBC and the GSS at the WUSC International Forum in Ottawa which prevents me from being with you tonight. Since we last met we have concluded interviews for all the commissioner positions. Out of over 20 interested students we interviewed 9 applicants and have offered positions to 6 students who will hopefully start as early as next week. We are excited to host this year's spring meeting of the GU15, a meeting of the graduate student organisations of the 15 leading Canadian research-intensive universities. Planning for the conference has commenced and we will provide you with more details as they become available. Just before the winter break we initiated conversations with alumniUBC to discuss potential collaborations around*

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<sup>1</sup> Written report

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*networking opportunities for graduate students and alumni from multiple disciplines and possibilities of involving alumni in mentorship programs for graduate students.”*

- Vice-President University and Academic Affairs – Enav Zusman
  - Rehired advocacy officer: Marjan will be replacing Gabby;
  - Met with the Dr. Piper to discuss initiatives and resources on campus as well as how to encourage students to get involved with GSS; discussed some ideas and financial support for them; opportunities for international graduate students, also touched on the funding.
- Vice-President External Relations – Gloria Liu
  - High time for Provincial and Federal lobbying;
  - Federal level: CASA graduate committee developed 4 separate policies – sexual assault, child care, immigration and Tri-Council scholarship applications with some of the policies to be included in the Federal lobby document;
  - Provincial level: international and domestic tuition, graduate scholarships, sexual harassment;
  - Contact Gloria at [vpexternal@gss.ubc.ca](mailto:vpexternal@gss.ubc.ca) for more details on lobby documents.
- Vice-President Students – Kevin Mehr
  - Completed spring schedule for all events: wellness, zumba, yoga;
  - Hosting workshops: Small Space Gardening, Special Yoga workshop;
  - Social events: Craft Untapped, Taste & Toast;
  - Planning for Cultural events: DineOuts - trying different cuisines; UBC Theatre Late Nights;
  - Sports: Whistler Trip, Cypress trip;
  - Professional Headshots event turned out very successful; will be adding additional session in the next couple of weeks;
  - Planning for Tech workshops early February;
  - Hosting regular coffee socials;
  - Working to equip GSS Loft; will be submitting CIF motions next month;
  - Received actuals from financial department; looked into how spending was.
- Financial and Executive Oversight Officer – Xiaolei Deng
  - Looked into financials: profit and loss analysis; how much deviation from budgeted numbers;
  - Will present to HF next Tuesday;
  - Working on budget recommendations for the incoming Execs;
  - Discussed the credit card issue with Dr. Marta Piper, spiking late fee payments and financial difficulties; it was also mentioned that only few students applied for financial help with UBC.

## **G. Committee and Ad Hoc Committees Reports**

*(3 minutes)*

- Academic & External Affairs Committee – Tal Shalev:
  - Discussed several policies: Policy 87 on Research!; Child Care, and Sexual Assault, etc.

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- Reviewed and granted Emergency Fund request;
- Student Academic System Initiative (SASI): tried to spread a word; UBC is refreshing the entire online student service system, looking to engage students, get feedback and see students at the workshops.
- Code and Policy Committee – Julienne Jagdeo:
  - Had two meetings since last Council meeting;
  - Finalized section 17 Parking Policies up for approval tonight;
  - Working on sections for AGM.
- Executive Oversight Committee – Xiaolei Deng:
  - Working on the changes to the reporting procedures; performance standards;
  - Working with CPC on Policy Manual.
- House-Finance Committee – Shona Robinson
  - Had 2 meetings since December Council;
  - House side: working on lease and clauses pointed out by GM;
  - CIF: retiling in Thea's Lounge is completed; space looks great;
  - Finance side: fun debates on different sections; working on recommendations to the budget.
- Human Resources Committee – Amber Shilling
  - Met this week: cleared all outstanding items from 2015;
  - Decided to start reviewing sections of the HR Manual; make sure it stays up to date.
- Services Committee – Sima Valizadeh
- Strategic Planning ad hoc committee – Sneha Balani
  - No update; have first meeting this coming Monday.
- Harassment and Discrimination ad hoc committee – Katerina Othonos<sup>2</sup>
  - The committee is currently working on finalizing the consent forms and interview protocols to continue collecting stories, as well as the climate survey questions. We are anticipating to send out the surveys to collect data by the end of February.

## H. Representative Reports

(3 minutes)

- AMS Council – Conny Lin
  - AMS Caucus met to discuss general terms and strategy.
- Graduate Council – Natalie Marshall
- Senate – Sarah Simon and Nick Dawson
  - Senate met last night [Jan. 20, 2016];
  - Approved changes to Master in Data Science;

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- Doctor of Medicine: removed science pre-requisites and now only requires completed English courses;
- Sexual harassment: took a strong position to develop new policies on undergraduate and graduate level.
- Ombuds Advisory Committee – Julienne Jagdeo
  - Ombuds office acts as a third party between students and university, advocate for students in communication with the University;
  - Currently working on improvements in accessibility, consistency, and accuracy of information to students about University resources, expectations and rules;
  - One of the things that keeps coming up is absence of a standardized syllabus which will contain information on a variety of student services and guidelines, ex. rules on plagiarism, etc.
  - Know a lot of grads have courses, trying to get feedback what is going on with the syllabi;
  - Asking for volunteers or if know anyone who would be interested in joining Ombuds office to discuss syllabi for the graduate course-based programs.
- Presidential Search Committee – Amber Shilling
  - Had five meetings since last update to Council;
  - Held townhalls on Jan. 13<sup>th</sup> – 14<sup>th</sup>;
  - Attended meeting in Kelowna, met with UBSO;
  - Reviewed position profile;
  - Right on track with timeline; hope to have president seated in September;
  - At this time still taking feedback on what characteristics would like to see in presidential profile which will be finalized and confirmed by the end of the month.
- BOGs – Veronica Knott and Julie Van de Valk
  - Board of Governors met last time on Dec.3<sup>rd</sup>;
  - Discussed international tuition increase: made some major amendments;
  - For two dual programs it was decided to start consultations all over again;
  - Talked about benchmarking; many Master Programs were put on hold for further consultations; want to make sure benchmarking was done accurately;
  - Money raised from tuition increase will be spent on financial aid, diversity and insure accessibility to student resources;
  - It was decided to review TOR for Strategic Investment Fund and Financial Aid/ Diversity support to international students at February meeting;
  - Next meeting: February 2<sup>nd</sup> 2016, open to public;
  - Agenda have not been released yet;
  - Any thoughts or questions on agenda can be sent to Veronica and Julie.
  - Presidential Search Committee: held townhall last week [Jan.13, 2016];
  - Get involved: [bog.ubc.ca](http://bog.ubc.ca)

## I. Question Period

It was asked and answered that Tobias F. took notes during the meeting with Dr. Martha Piper and requested to make them available.



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It was asked and answered that students wishing to apply for Doctor of Medicine programs are only required to have English courses completed, and should not be penalized for not having science background. As practice shows students from non-science departments were as successful as their peers with science degree.

It was mentioned that students in humanities become good doctors as they are generally seen more compassionate to their patients.

It was asked about evaluation standards in relation to judgement about good or bad doctors, to which answer was that assessment is done after graduation, and among other characteristics, include ability to communicate with patients.

It was further asked about statistics to support this evaluation, to which answer was that senator was not provided with numbers, observation was more verbalized. For example, students who don't hold science degree tend to choose specializations where there is a lack of doctors like obstetrics. Those students who have relevant science degree go into more competitive areas like neuroscience, etc. It was further noted that only 4 – 5 students per year are accepted to Med School that is statistically irrelevant in general, and base their observation on information that is available.

It was clarified that presentation slide is available on website: [senate.ubc.ca/Vancouver]

Motion to recess for 15 minutes.

**MOVER: Enav Zusman**

**SECONDER: Krish Maharaj**

Meeting was called back to order at 7:19 pm.

## J. Council Motions

### 7. Policy Manual Section 17

*Introduced by: Code and Policy Committee*

BIRT Council approves the amendments made to Section 17 of the policy manual as presented.

**MOVER: Bradley Balaton**

**SECONDER: Krish Maharaj**

*Motivation:* revision of the section to clarify the language. Replaced all mentions of VP Administration with President; GM is a designate of the President and available in the office most of the time.

## MOTION PASSED

23/0/1

### 8. Affiliate Organisation Recognition

*Introduced by: Executive Committee*

WHEREAS the following organizations have submitted a petition for recognition as an Affiliate Organization.

BIRT the following organizations be recognized as Affiliate Organizations for one year, ending at the meeting of Council in January 2017:

- a. Vancouver Prostate Centre Graduate Student Association.
- b. Microbiology and Immunology Graduate Student Society.
- c. IGSN Interdisciplinary Graduate Student Network.

**MOVER: Xiaolei Deng**

**SECONDER: Amber Shilling**

**MOTION PASSED** by unanimous consent



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## 9. Election dates

*Introduced: from the floor by Chief Electoral Officer*

WHEREAS GSS Policy 12.2.1 requires an announcement of the election dates at least 2 months prior to voting, and

WHEREAS there are many logistical advantages of running elections parallel to the UPASS referendum and AMS elections, and

WHEREAS UPASS referendum and AMS elections had only been announced last week with no prior notice given to the GSS, and

WHEREAS UPASS referendum and AMS elections are being held 29/Feb/2016-04/Mar/2016, therefore

BIRT GSS Council suspends policy 12.2.1 for the 2016 GSS Elections to allow Elections to be called on 22/Jan/2016 for the voting period of 29/Feb/2016 - 04/Mar/2016.

**MOVER: Bradley Balaton**

**SECONDE: Dan Kehila**

*Motivation:* have to act fast. Approval of new dates requires suspension of a respective policy in the Code. In accordance with the Policy Manual, elections shall be announced at least two months in advance. AMS does not have this policy. Benefits of having voting at the same time are: using same platform is logistically easier; will increase voter turnout, etc. Recommendation is to have elections within above mentioned dates. All other dates will be kept the same in accordance with the current policies.

It was asked about practice in the past and answered that GSS held elections during the same period last year, and it has been a recommendation of the Elections committee for the past two years.

### **MOTION PASSED**

**29/0/2**

## 10. Nomination form

*Introduced: from the floor by Chief Electoral Officer*

WHEREAS candidates are to assume a public position.

WHEREAS the council is to trust them to uphold their position in events that will require not only their likeness to be taken, but that likeness to positively represent GSS as an organization, therefore

BIRT we see that the public likeness of the nominees as a political duty of the candidates to be responsibly disposed, and that the signing of the form to have one's likeness taken at debates is therefore only a legalistic procedure

BIRT we suggest to include the following blurb in the nomination form, instead of in a separate form:

" By signing this document, I agree to participate in the All Candidates Debates, during which photos of the candidates will be taken, the debate will be live-streamed, and the photographs/videos may be uploaded onto the GSS website and social media channels after the Debate and may be used for future material."

*Clarifications:* adoption of this motion requires temporary suspension of the Policy Manual 1.2 "Procedure for amending the Policy Manual".

It was called for objections to suspend paragraph 1.2 of the Policy Manual for the consideration of this motion; seen none, motion was entertained.

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BIRT we see that the public likeness of the nominees as a political duty of the candidates to be responsibly disposed, and that the signing of the form to have one's likeness taken at debates is therefore only a legalistic procedure

BIRT we suggest to include the following blurb in the nomination form, instead of in a separate form:

**"By signing this document, I agree to participate in the All Candidates Debates, during which photos of the candidates will be taken, the debate will be live-streamed, and the photographs/videos may be uploaded onto the GSS website and social media channels after the Debate and may be used for future material. I hereby give The Graduate Student Society ("GSS") permission to use images of me (including any motion picture or still photographs made by GSS of my likeness, poses, acts and appearances or the sound records made by GSS of my voice) ("Images") for any purposes in connection with promoting GSS and its activities (the "Purposes"), which may include advertising, promotion and marketing. GSS may crop, alter or modify Images of me and combine such Images with other images, text, audio recordings and graphics without notifying me. I understand that my personal information, including Images of me, is being collected pursuant to the Personal Information Protection Act S.B.C 2003 C.63. ("PIPA") for the Purposes. I consent to my name and any other information provided by me to GSS being displayed in connection with the appearance of my Image. I consent to any of my personal Information, including Images of me, being stored, accessed or disclosed outside of Canada. Any questions about the videotaping, photographing and audiotaping should be directed to: GSS the Electoral Officer."**

**MOVER: Patrick Lo**

**Seconders: Dan Kehila**

*Motivation:* in previous years consent form allowing photos to be taken was sent out as a separate document. Live streaming of debate sessions will be useful for anyone to catch up on the campaigning. Last year some candidates refused to be recorded on video. Given the core competence of public office is representation, Elections committee see it inevitable part of elected positions and candidates should be prepared to assume this responsibility. It is a procedural clause that requires amendment to the Policy Manual by special resolution. Appeal to suspend respective part of the Policy Manual for the consideration of this motion.

It was noted that there is no mentions of PIPA and on overall lack of information in the statement provided. It was further mentioned that it could lead to the issues down the road.

It was suggested amending the clause to make it in the spirit of law and make language more straightforward.

Amendment to strike the entire blurb and add the below statement deemed friendly, and reads as follows:

*"I hereby give The Graduate Student Society ("GSS") permission to use images of me (including any motion picture or still photographs made by GSS of my likeness, poses, acts and appearances or the sound records made by GSS of my voice) ("Images") for any purposes in connection with promoting GSS and its activities (the "Purposes"), which may include advertising, promotion and marketing. GSS may crop, alter or modify Images of me and combine such Images with other images, text, audio recordings and graphics without notifying me. I understand that my personal information, including Images of me, is being collected pursuant to the Personal Information Protection Act S.B.C 2003 C.63. ("PIPA") for the Purposes. I consent to my name and any other information provided by me to GSS being displayed in connection with the appearance of my Image. I consent to any of my personal Information, including Images of me, being stored, accessed or disclosed outside of Canada. Any questions about the videotaping, photographing and audiotaping should be directed to: GSS the Electoral Officer."*



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**MOTION PASSED** by unanimous consent

Motion to add Event Fund Application for Council consideration.

**MOVER: Kevin Mehr**

**SECONDER: Patrick Lo**

*Motivation* : without a special approval have been granted 300\$; hoping can get more funding.

**MOTION PASSED** by unanimous consent

## 11. Event Fund Application

*Introduced: from the floor by VP Students*

WHEREAS the Association of Population and Public Health Students (TAPPHS) has applied for and been granted funding for the School of Public and Population Health (SPPH) Exchange 2016;

WHEREAS funding granted without a special approval of the Finance committee is limited according to policy 8.4.1,

WHEREAS the UBC TAPPHS has requested \$600 in total funding for this event,

WHEREAS this event qualifies for up to \$640 in total funding, based on guidelines for event funding set out by the Finance Committee,

WHEREAS \$300 has already been approved from the events fund,

BIRT Council approves an additional \$300 for reimbursement up to a total of \$600 from budget line 14- (GSS Events Fund) for the event "SPPH Exchange 2016"

*Motivation*: TAPPHS is organizing first ever conference made out of 5 independent grad programs to be hosted at the School of Population and Public Health. This event is being organized because students have expressed great interest in learning about contemporary issues in public health and what faculty are encountering through the course of their research, as well as what other research projects fellow students are currently involved in.

It is a full day event which gets faculty-wide exposure, will connect to industry partners. Plan to host workshops and seminars followed by networking event; looking to receive additional funding.

It was asked if motion is submitted for voting today, to which was a positive answer.

It was further asked and answered that there is sufficient amount in the Event Fund and confirmed that additional funds may be granted.

It was further noted that depending on the success of the event, will be looking into how to involve more departments and faculties going forward.

It was further asked and answered that expected attendance is 80 -100 attendees, majority of them are students. It was further mentioned that conference is sponsored by professors and faculty donating a lot of things they normally charge for. It was further mentioned that TAPPHS does not have much funding for this event.

It was further asked and answered that instead of having multiple independent events organized by programs, there was an expressed interest to consolidate efforts; so far, received positive feedback.

**MOTION PASSED**

**28/0/4**

## N. Other Business and Notice of Motions



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## **O. Discussion Period**

## **P. Notice**

- Engineering Research Day 2016

## **R. Submissions**

- Policy Manual Section 17 Parking Policy;
- Engineering Research Day 2016: posters.

## **S. Next Meeting**

*Thursday, February 18th 2016 (during mid-term break)*

Note: Councillor intake

## **T. Adjournment**

BIRT there being no further business the meeting be adjourned at 8:04 pm.