



## ATTENDANCE

**Present:** Alejandra Botia, Alexa Tanner, Arash Shadkam, Arezoo Alemzadeh Mehrizi, Gloria Mellesmoen (Adriana Osa Gómez del Campo as proxy), Jenny Lee, Jonathan Summers, Jordan Hamden, Judith Valerie Engel, Katharine Sedivy-Haley, Kiana Yau, Larissa Peck, Logan Lorenz, Megha Kalia, Negar Ghahramani, Nevena Rebic, Nafise Faridi Rad, Oluwakemi Oke, Sarah Park (Mollie Holmberg as proxy), Tayo Olarewaju, Temi Onifade, Victoria Gomez, Xuejun Ryan Ji, Yanuar Philip Wijaya, Yangfan Zhang, Yee Fay Lim

**Regrets:** Alvionne Gardner-Harrison

**Absent:**

**Quorum: 21 Councillors**

## CALL TO ORDER AND ADOPTION OF THE AGENDA

### CALL TO ORDER

The meeting will be called to order at 5 : 32 pm.

### AGENDA ADOPTION

**BIRT** the agenda be adopted as presented.

**Mover:** Nicolas

**Seconder:** Philip

**Result:** Motion carries

## TERRITORIAL ACKNOWLEDGEMENT

**President:** As we start our meeting, we acknowledge that we are on the traditional, ancestral, and unceded lands of the Musqueam people. We also acknowledge our own history of misappropriation of a symbol of a the Haida people, which used to be the GSS logo, and we thank the Musqueam people for their help in our own reconciliation process.

## INTRODUCTIONS

Introductions.

## EXPEDIENT MATTERS

### I. GSS AUDITOR PRESENTATION

**Group responsible:** Auditor, Chartered Professional Accountants

**Presentation time:** 10 minutes

**Presentation description:** Audit report for the financial year ending May 31, 2019



**Relevant materials:** [Financial statements - UBC GSS.pdf](#)

**Jonathan:** Who are the additional staff members that we have hired in the past year? That’s our largest expense; just wondering about the reason for the increase.

**Nicolas:** It increased because now we have a fully staffed office as opposed to an inconsistently staffed office. Also, there was the elevation of the position of Office Manager to General Manager.

**BIRT** that the financial statement reports for 2019 be approved as presented.

**Mover:** Philip

**Seconded:** Alireza

**Result:** Motion carries

## II. AMS SERVICES PRESENTATION

**Group responsible:** AMS Services Manager, Ian

**Presentation time:** 10 minutes

**Presentation description:** Presentation on AMS Services

**Relevant materials:** [AMS Services Presentation.pptx](#)

**Alexa:** Are the Speakeasy personnel all undergraduate students or are there some graduate students?

**Ian:** We are mostly undergraduate students but we are looking to hire more graduate students, because sometimes for older undergraduate students there may be a bit of an age gap with some Speakeasy staff.

**Arash:** What is the least utilized service from grad students? What are your thoughts on increasing that utilization?

**Ian:** On the top of my head, I believe it’s eHub. Graduate students are busy with their own things – it’s understandable. That said, we have had some graduate students come in to speak about their projects. We do have posters hanging around and social media platforms that promote it but let us know if there are other ways you think we can get more word out there.

## 1 APPROVAL OF MINUTES

### 1.1 GSS COUNCIL MINUTES

**BIRT** the following GSS Council minutes be approved:



- October 17th, 2019

**Jonathan:** I would to amend that my name be included in the attendance list at the top. My name appears in the discussion but not in the attendance.

**Arezo:** I would like to amend it to have my whole name included in the attendance.

**Nicolas:** Friendly amendment, and my apologies.

**Mover:** Nicolas

**Seconder:** Arash

**Result:** Motion carries

## 1.2 COMMITTEE MINUTES

**BIRT** the following GSS Committee minutes be approved:

<b>Academic &amp; External Committee:</b>	September 9th, 2019 October 3rd, 2019	<b>Human Resources Committee:</b>	October 31st, 2019
<b>Code &amp; Policy Committee:</b>	September 26th, 2019 October 7th, 2019 October 25th, 2019	<b>Services Committee:</b>	September 12th, 2019 October 31st, 2019
<b>Elections Committee:</b>	September 11th, 2019	<b>House Finance Committee:</b>	August 6th, 2019 August 21st, 2019 September 16th, 2019 October 11th, 2019
<b>Executive Committee:</b>	August 23rd, 2019 September 23rd, 2019	<b>Governance &amp; Accountability Committee:</b>	October 21st, 2019 November 5th, 2019
<b>Executive Oversight Committee:</b>	October 10th, 2019	<b>Strategic Plan ad hoc Committee:</b>	

**Mover:** Victoria

**Seconder:** Judith

**Result:** Motion carries

## SEATINGS

### 1.3 NEW COUNCILLORS

**BIRT** the following Seating of new Councillors be approved:



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Name	Department
Samantha Peng	School of Journalism
Arielle Kersey	English Language and Literature
Raphael Deberdt	Anthropology
Josef Garen	Botany
Skicy Liu	Forestry
Airu Ji	Forestry

**Mover:** Arezoo

**Seconded:** Alireza

**Result:** Motion carries

## 2.2 COMMITTEE SEATINGS

**All GSS Councillors are required by the bylaws to sit on at least one committee.**

[Committee descriptions and meeting times can be found here.](#)

**BIRT** the following Committee Seatings be approved:

Committee	Nominee	Position	Vacancies
Academic & External		Councillor	0
	Arwa Nemir	Ordinary Member	3
Code & Policy		Councillor	0
		Ordinary Member	4
Elections		Councillor	2
	Abraham Addy	Ordinary Member	4
Executive Oversight		Councillor	0
		Ordinary Member	4
Governance & Accountability		Councillor	0
	Avery Newman-Simmons Nicholas Najy	Ordinary Member	4
House Finance		Councillor	2
		Ordinary Member	0



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Human Resources	Josef Garen	Councillor	<b>2</b>
		Ordinary Member	<b>2</b>
Services	Samantha Peng *Skicy Liu	Councillor	<b>1</b>
	Serena Sun	Ordinary Member	<b>2</b>

**\*Speaker:** We have an election for Services committee. We will give the two candidates one minute each to speak.

**Samantha:** Hello everyone, I nominated myself because I was part of the UBC Food Society, so I have a bit of event coordinating experience. I also helped manage the UBC Food Crawl, and I am also helping to organize events for Journalism.

[Remainder of election discussion record missing from transcript].

**Mover:** Philip

**Seconder:** Nicolas

**Result:** Motion carries

## 2.3 COMMITTEE CHAIR SEATINGS

**BIRT** the following Chair seating be approved:

Committee	Nominee	Position	Vacancies
Graduate Council Caucus	Yangfan Zhang	Chair	1

**Mover:** Nicolas

**Seconder:** Kate

**Result:** Motion carries



## 2.4 STRATEGIC PLAN AD HOC COMMITTEE SEATINGS

**BIRT** the following Committee Seating be approved:

Committee	Nominee	Position	Vacancies
Strategic Plan ad hoc Committee	Arezoo Alemzadeh Mehrizi	Councillor	1
		Ordinary Member	1

**Mover:** Larissa

**Seconder:** Alireza

**Result:** Motion carries

## 2 MATTERS FOR DECISION

### 3.1 AFFILIATE ORGANIZATION RECOGNITION

**WHEREAS** the following organizations have submitted a petition for recognition as an Affiliate Organization, therefore

**BIRT** the following organizations be recognized as Affiliate Organizations for one year, ending at the meeting of Council in November 2020:

Name of Affiliate Organization	Representative
Medical Genetics Graduate Student Association	Laura Chan
Neuroscience Graduate Student Association	Alireza Kamyabi

**Mover:** Arash

**Seconder:** Larissa

**Result:** Motion carries

### 3.2 DECEMBER 2019 COUNCIL LOCATION & DATE

**Group responsible:** Code & Policy Committee

**Presentation time:** None

**Subject description:** December 2019 Council location and date

**Relevant materials:** [Policy Revision Form – 3.1.1 December Location and Date.docx](#)

**Motion:**

**WHEREAS** the December Council is traditionally moved to the second Thursday of the month, and



**WHEREAS** the Kingsmill Forum provides a better location for Council meetings than currently exists in the Centre,

**BIRT** Policy 3.1.1 be repealed and replaced with:

3.1.1 Council shall meet on the third Thursday of each month, ***except for the month of December, when Council shall meet on the second Thursday.***

**Mover:** Nicolas

**Seconded:** Larissa

**Result:** Motion carries

### 3.3 HR POLICY ON PART-TIME POSITIONS

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**Group responsible:** HR Committee

**Presentation time:** None

**Subject description:** HR policy on part-time positions

**Relevant materials:** [Policy Revision Form – HR 10.2 Part Time.docx](#)

**Motion:**

**WHEREAS** HR Committee has determined that the current policy for determining wage of part-time staff members needs to be updated to provide additional guidance and ensure consistency of wage determination, and

**WHEREAS** CPC has approved this policy,

**BIRT** the HR Manual 10.2 be repealed and replaced with the policy described in the attached Policy Revision Form - HR 10.2 Part Time.docx

**Mover:** Alireza

**Seconded:** Larissa

**Result:** Motion carries

### 3.4 CONFLICT OF INTEREST POLICY UPDATE

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**Group responsible:** Code & Policy Committee

**Presentation time:** None

**Subject description:** Conflict of interest Policy update

**Relevant materials:** [Policy Revision Form - 3.3 Conflict of Interest.docx](#)

**Motion:**

**WHEREAS** Policy 3.3 (Conflict of Interest) needs to be updated to be in line with [BC Societies Act \(Part 5 Division 4\)](#),



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**BIRT** Policy 3.3 be repealed and replaced with the policy described in the attached Policy Revision Form - 3.3 Conflict of Interest.docx

**Mover:** Tarique

**Seconded:** Skicy

**Result:** Motion carries

### 3.5 GOVERNANCE & ACCOUNTABILITY TERMS OF REFERENCE

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**Group responsible:** Code & Policy Committee

**Presentation time:** None

**Subject description:** Governance and Accountability Committee Terms of Reference

**Relevant materials:** [Policy Revision Form – 8.9 G&A Terms of Reference.docx](#)

**Motion:**

**WHEREAS** the G&A terms of reference do not ideally reflect the Strategic Plan, and the clarity could be improved,

**BIRT** Policy 8.9 G&A Terms of Reference be repealed and replaced with the policy described in Policy Revision Form – 8.9 G&A Terms of Reference.docx

**Mover:** Nicolas

**Seconded:** Tarique

**Result:** Motion carries

### 3.6 FORMS POLICY

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**Group responsible:** Code & Policy Committee

**Presentation time:** None

**Subject description:** Forms Policy

**Relevant materials:** [Policy Revision Form - 1.3 8.3.2 6.1.2 App XI Forms Policies.docx](#)

**Motion:**

**WHEREAS** the use of forms that are included in the Policy Manual should be clarified, and

**WHEREAS** CPC believes that it should be responsible for ensuring that forms on the web are consistent with those in the Policy Manual, and

**WHEREAS** the Councillor Information Form is redundant with the current Declaration of Election,

**BIRT** Policy 1.3 be adopted as presented in the attached Policy Revision Form - 1.3 8.3.2 6.1.2 App XI Forms Policies.docx ("the Forms Policy Form")

**BIFRT** Policy 8.3.2 CPC terms of reference be revised to add a new line (f) as described in the Forms Policy Form, and current f-i be renumbered accordingly.

**BIFRT** Policy Manual Appendix XI be removed, current Appendix X through XV be renumbered accordingly, and any references to these Appendices be updated to the new numbers.





**BIFRT** Policy 6.1.2 be replaced with the policy presented in the Forms Policy Form.

**Mover:** Philip

**Seconded:** Nicolas

**Result:** Motion carries

### 3.7 INTRODUCTION TO GSS/AMS - DEPARTMENTAL REPRESENTATIVE PRESENTATION

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**Group responsible:** Victoria Gomez, Chair of G&A

**Presentation time:** 10 minutes

**Presentation description:** A demonstration of the presentation G&A request departmental representatives to use when introducing the GSS and AMS.

**Proposed objective:** Demonstration of presentation attached to motion.

**Relevant materials:** [Intro to GSS/AMS - Departmental Representative Presentation](#)

**Motion:**

**WHEREAS** the 2017-2021 GSS Strategic Plan, Priority 2.2 (Goal D) states that GSS should "Provide opportunities for all GSS members to participate in and contribute to the GSS community, as councillors, executives, ordinary members, volunteers, or affiliate organizations" and Priority 3.4 states that GSS shall "Improve Society communication, transparency, and visibility", and

**WHEREAS** based on the 2019 AMS Academic Experience Survey, graduate students are systematically less aware than undergraduates about AMS Services, and

**WHEREAS** the Governance & Accountability, as part of its mandate, has prepared an "Intro to GSS" presentation which includes an introduction to GSS structure, function and services as well as AMS services.

**BIRT** the GSS Council directs the GSS Office to send the "Intro to GSS" presentation template to all departmental representatives and strongly recommend that this presentation be either presented in-person to incoming classes or otherwise disseminated to the students in the respective departmental representatives' constituency/student body.

**BIFRT** to evaluate how effective this communication strategy is, the GSS office advise departmental representatives to communicate back whether the presentation was presented or otherwise disseminated.

**BIFRT** the GSS Office keep a record of a) what portion of departmental representatives respond back and b) how many report that the information was presented or otherwise disseminated.

**BIFRT** the GSS Office submit a final report to Council about responses from departmental representatives in February 2020.

**Mover:** Alireza

**Seconded:** Kate

**Result:** Motion carries



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## 3.8 ADVOCACY PLAN

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**Group responsible:** VP External

**Presentation time:** 5 minutes

**Subject description:** Advocacy plan regarding changes in the healthcare fee for international students

**Relevant materials:** [Advocacy Plan.docx](#)

**Motion:**

**BIRT** the GSS Council approves the advocacy plan regarding the changes in the healthcare fee for international students.

**Mover:** Kiana

**Seconder:** Arash

**Result:** Motion carries

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## 3.8 PROSPECTIVE STUDENTS IN IRAN

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**BIRT** the GSS Council directs the GSS Executives advocate to UBC to extend the graduate program application deadline to accommodate prospective graduate students from Iran.

**Mover:** Sara

**Seconder:** Pouya

**Result:** Motion carries

## 4 MATTERS FOR DISCUSSION

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### 4.1 GSS FINANCIAL REPORT

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**Group responsible:** Financial and Executive Oversight Officer

**Presentation time:** 10 minutes

**Subject description:** Financial report - ending August 31st, 2019

**Relevant materials:** [August Financial Reporting.pptx](#)

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### 4.2 GSS GREEN ROOM PROJECT

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**Group responsible:** Financial and Executive Oversight Officer

**Presentation time:** 5 minutes

**Subject description:** Green Room project and update on CPIF usage

**Relevant materials:** [Green Room Project - CPIF.pptx](#)

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### 4.3 GRADUATE LIFE CENTRE UPDATE

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**Group responsible:** President



**Presentation time:** 5 minutes

**Subject description:** Monthly update on the GLC Project.

**Relevant materials:** [GLC Update - November 2019.pptx](#)

## 4.4 STUDENT CONSULTATION

**Group responsible:** GSS President

**Presentation time:** 5 minutes

**Subject description:** Changes to student consultation in policy review committees.

**Relevant materials:** [Student Consultation.pptx](#)

## 5 MATTERS TO NOTE

### 5.1 UPCOMING EVENTS

- Van Dusen Tickets (Nov 30 to Jan 5)
- Orientation Winter: MOA Tours, Pancake Breakfast and Speed Friending

### 5.2 EXECUTIVES

#### 5.2.1 President:

- **General Update**

We are now solidly in the second half of the term for the current executives. As a lot of my goals are already wrapped up, I will continue to ensure the smooth running of the GSS office, but also start to become more focused in the Graduate Life Centre, Affordability Advocacy and HR matters.

- **Affordability Advocacy**

The potential avenues to improve affordability have been brought to the Academic Renewal Working Group of the Board. The meetings and materials are confidential so I can't provide more detail at this time. I can only say that the working group is very active and I am completely committed to the success of the academic renewal process and to make it work better for graduate students.

I will continue to be outspoken about affordability issues to both the administration and the media (<https://www.ubyssey.ca/news/ubc-prioritizes-faculty-renewal-graduate-student-funding/>).

I'd like to recognize:

- the support from the VP UAA office, the communications and events managers and their teams, and the student volunteers who have been, and continue to be instrumental in ensuring the success of the funding survey, which is a key aspect to support our advocacy efforts moving forward.
- the support from the BoG student representatives, who were instrumental in securing a space in this group.
- the support of the AMS in general, and in particular of the AMS President and VP UAA who have become champions of graduate student issues (see the ubyssey article to read the AMS President



addressing graduate student funding).

- **CAGS Conference**

The GSS President attended the CAGS conference as a guest of the Dean of GPS. I am happy to report that we have received very positive unprompted feedback about our rebranding efforts.

The conference was a great opportunity to develop connections and gather information about funding and tuition structures in other Canadian Universities to support our advocacy efforts.

Further, I participated in conversations on how to strengthen Thinkgrad and leverage it more to improve Graduate Societies across Canada.

- **Academic Freedom on Campus**

A working group has been started to study potential changes to the Academic Freedom statement. The GSS President has been invited to sit on the group. While the Academic and External Committee develops the position statement of the GSS and until it is ratified by Council, the main focus of the position in this working group will remain the importance of meaningful consultation with the relevant stakeholders. A first step was to also grant a seat to the AMS VP UAA. The Equity & Inclusion office and the Ombudsperson for students also sit in the group. The work is in its very early stages. I will put together a presentation once there is more to report.

- **Councillor Training**

A Councillor training session took place on Saturday Nov, 16th. The training included an introduction to the GSS structure, constitution, bylaws and policy, a session on sexual violence response and prevention, a session on conflict management and resolution and a session on Robert's Rules of Order. Feedback on the event is welcome and can be sent to me or to the Events manager.

## 5.2.2 VP University & Academic Affairs

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### 1. Improving the Function and Structure of GSS Advocacy Office

Implementing Office Goals, KPIs, & Team Building

Monthly meetings with Advocate, Peer Support Specialist and Survey Coordinator continues to occur as prescribed. Key Performance indicators (KPIs) have been developed and implemented to track performance periodically. The office also continues to work towards its SMART goals.

Constructing the Advocacy Panel

A review of the advocacy panel, and terms of reference was discussed in the AcEx committee meeting. The committee has also adopted the formation of the advocacy panel as a SMART goal, which the VP will collaborate to bring to fruition.



## 2. **Supporting Graduate Student Mental Health & Wellbeing**

### Grad. Student Wellbeing

*"Unwind"- Event:* The VP UAA, successfully collaborated with the VP Students and Graduate students from Sauder's Business school to plan and execute an event called "Unwind." This event gave grad. students the opportunity to relax and break free of all stressors ahead of the stressful examination period. The event was a success and we are examining the feasibility of hosting a similar event.

### Sexual Violence & Assault Prevention

*Sexual Violence and Assault (SAAM) Month Campaign:* We continue to make preparation for Sexual Violence and Assault (SAAM) Month (Jan. 2020). We have met with potential groups (internal and external organisation) to collaborate on what will be a SAAM Campaign. This campaign is aimed at raising awareness around the issue. We have also successfully applied for and was awarded a grant for this event from the UBC SVPRO office.

## 3. **Graduate Student Funding/Stipend**

### GSS Research Graduate Student Funding Survey Update

This survey will gather vital empirical data needed to support our advocacy ask around research graduate student stipend to the university. The Survey was successfully launched and has high uptake. Current status is approximately 10% of our target population has already participated. The survey will remain open until November 29<sup>th</sup>, 2019. Our Target participation rate is 15%.

### GSS Research Graduate Student Funding-Survey Booths

The survey booths have been instrumental in promoting the survey as well as allowing the GSS to interact with graduate students face to face on campus. We have successfully executed 4 booths in faculties; (School of Education, Curriculum & Pedagogy, and Counselling and Psychology). Weekly booth set-up in the AMS 1<sup>st</sup> floor and Loft has also happened. We want to thank all the survey booth volunteers who stepped up to make this possible.

### GSS Course-Based Graduate Student Funding Focus Groups

A general call for interest in a course-based specific funding focus group has indicated the need for such an initiative. We have high interests and have begun preparation to launch this series of focus groups (Jan-Feb 2020) to hear the issues that this population face and to formulate possible "asks" and solutions to address funding/affordability concerns.



#### **4. Canadian Association of Graduate Societies (Halifax)**

The VP UAA, VP External and the President attended the CAGS conference early in November 6-8, 2019. The conference was successful, bringing together Deans, administrations and student leaders from across Canada to discuss and posit solutions to some of the major problems plaguing graduate schools. Among the top issues raised were student supervisory relationship, graduate funding, and integration of experiential learning into grad. school. We also leveraged this opportunity to form meaningful relationship with allies and potential collaborators on some of the core issues that have been highlighted from our GSS SSS 2018-2019.

#### **5.2.3 VP External Relations**

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ABCS Lobby Days: The GSS VP External, and Anam, the GSS Policy Assistant attended Lobby Days on behalf of the GSS in Victoria.

- 4 asks were prepared.
  - Needs-based grant: recommends that the BC government provides 94 million CAD annual funding as a needs-based grant for both undergraduate and graduate students at BC.
  - International Student Tuition: recommends that the BC government determines a cap for annual increases in the international student tuition.
  - Student Mental Health: recommends BC government provides funding for universities to hire one more councillor.
  - Sexual Violence on Campus: recommends that the Province of British Columbia adopt into regulation the 11 minimum standards identified by Students For Consent Culture (SFCC) supporting the Sexualized Violence and Misconduct Policy Act.
- Among these 4 prepared asks, GSS presented only 2 of them (Needs-based grant and International student tuition), since Student Mental Health and Sexual violence on Campus asks do not represent the needs of the graduate students on UBC Vancouver campus.
  
- Sara and Anam attended 4 meetings and a social night with NDP party with some groups of people.
  - Met with Minister of Advanced Education, Skills, and Training (Melanie Mark), the British Columbia Premier (John Horgan), Minister of Jobs, Trade, and Technology (Bruce Ralston), Minister of Public Safety and Solicitor General (Mike Farnworth), MLA Bob D'Eith, MLA Gibson, and MLA Sullivan.
  - Explained the contribution of graduate students in research-stream to BC.
  - The participation of graduate students from UBC in the lobby days were well-received from the BC government.
  - The GSS survey results about the financial status of graduate students

CAGS Conference: The GSS president, VP Academic, and VP External attended the CAGS conference in Halifax.

- During the CAGS conference, the VP External asked the deans of some faculties at Queen, York, and Simon Fraser Universities about the universal policy for increasing the funding of graduate students.



- Discussion with the national graduate student representative of Canadian Federation Students (CFS).

Meeting with Canadian Federation Students (CFS):

- Attendees: The president and executive director of CFS, the new and former GSS policy assistant, the GSS communication director and the VP academic and external of GSS.
- CFS presents an introduction to the structure CFS, benefits of being a member, their victories, their campaigns.

## 5.2.4 VP Students

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## 5.2.5 Financial and Executive Oversight Officer

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## 5.3 COMMITTEES

### 5.3.1 Academic & External Committee

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The AcEx committee has met once this month, and has decided to meet twice monthly moving forward to address the many issues and goals that are tasked to the committee. At the most recent meeting, discussion was focused primarily around creation of SMART goals, international student MSP fees and the advocacy advisory panel. AcEx has begun to draft goals for the coming year and will be sending to G&A shortly for review. There will be a committee meeting in the near future to talk exclusively about 'academic freedom'.

### 5.3.2 Code & Policy Committee

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Drafted Policy Amendments:

- Policy on use of forms in the policy manual in consultation with VP Students, Elections Committee, and the Communications and Event Managers (minutes Sept 10, Oct 7 and Nov 8), brought to this Council meeting.
- Update to the December Council date in accordance with traditional rescheduling (Oct 25)
- Amendments to the Conflict of Interest Policy to align with the BC Societies Act (Nov 8).
- We have provided feedback on HR Committee's amendment to the policy on wage determination for part time positions (Sept 10 and Oct 25), which will be brought to this Council



#### Other activities:

- CPC has drafted SMART Goals for 2020 (Oct 25 and Nov 8).
- We continue to consult with HR committee regarding their Terms of Reference.
- We have received feedback from Elections Committee regarding the policy for appealing committee decisions – this policy currently exempts elections committee decisions from appeal. A more general review of the appeals policy is in order.
- The CPC chair has provided assistance to the G&A chair in creating a governance & policy presentation for the new Councillor training.

#### **5.3.3 Elections Committee**

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The Elections Committee has primarily been focused on developing an updated version of the Electoral Officer (EO) job description, updating policies with Code & Policy Committee, and other short term projects such as supporting departmental elections, if need be. Elections is meeting with HR Committee to make updates to the EO job description prior to posting. The next Elections Committee meeting will be at the end of November and will mainly be focused on hiring of the EO, SMART goals, and the graduate student engagement plan for Elections 2020. Elections Committee will be presenting the Graduate Student Engagement Plan as outlined in 8.5.1C at the December council.

#### **5.3.4 Executive Committee**

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#### **5.3.5 Executive Oversight Committee**

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#### **5.3.6 Governance & Accountability Committee**

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- G&A has begun the 2019-2020 SMART Goal cycle by requesting new goals from all committees and caucuses. Over the winter, we will work on providing feedback on drafts and refining the goals. The final goals will be presented to Council in January.
- G&A is also working on our own goals, and finding ways to improve the support we give to committees. We will have had our All-Chairs Meeting on November 19th, which is after the time of this writing, so an update on this will be forthcoming.
- All committees and caucuses are encouraged, as always, to provide specific feedback on their committees and how the G&A committee can support them.





## 5.3.7 House Finance Committee

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The HF committee has been discussing the monthly profit and loss statements for the GSS, and has been working on developing budget development guidelines for the incoming executives. The committee has also been discussing policies regarding the sale of the society's assets.

## 5.3.8 Human Resources

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## 5.3.9 Services Committee

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See the Supporting Documents link for the two previous Services Minutes (2019-09-12 and 2019-10-31). Last meeting was November 14th. Items discussed include the softball league that occurs over the summer, specifically game times and the competitiveness of teams in the league. Major points for upcoming meetings include setting SMART Goals, and approving events for an upcoming "GSS Wellbeing Day".

## 5.3.10 Strategic Plan Ad Hoc Committee

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We have been conducting regular meetings since the inception of the committee in September. We are at the stage of finalizing our strategy for conducting the first stage of the development of the Strategic planning which is developing themes and performing a SWOT analysis (Strength, Weakness, Opportunities, Threats). In this part of the strategic planning process, we've decided to strengthen the methods for doing a SWOT analysis compared to previous years by dedicating a SWOT analysis to each theme, rather than doing one large analysis of the society as a whole. Currently, we are developing a consultation strategy with Council to get feedback on a long-list of potential themes, narrowing that to a shortlist and performing SWOT analysis after the themes are approved by Council. We have two vacant seats in the committee as of Monday, November 18.

## 5.3.11 AMS Caucus

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## 5.3.12 Graduate Council Caucus

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## 5.4 SENATORS AND BOARD OF GOVERNORS

### 5.4.1 Senators

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### 5.4.2 Board of Governors Representatives

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Committees are meeting on November 19, 22nd, 25th and 26th followed by the full Board on December 5th; you can check out the [BoG website](#) for full dockets, agendas, and documents! This cycle will include conversations about tuition increases, divesting part of the endowment, the [Indigenous Strategic Plan](#), the [Inclusion Action Plan](#), the [International Strategic Plan](#), and capital projects like the Gateway Building and the Arts Student Centre.

## 5.5 GSS STAFF

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The GSS staff members are looking to gather and implement more ways to practice sustainability in the office. During our next staff meeting on November 21<sup>st</sup>, we hope to decide on other applicable approaches to environmentally-friendly habits (in addition to using compostable utensils, plates, etc.) within the office.

## 6 NOTICES

### 6.1 NOTICE OF NEXT MEETING

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*Date:* Thursday, December 12th at 5:30 pm

*Location:* Michael Kingsmill Forum, AMS Student Nest

### 6.2 NOTICE OF UNSEATINGS

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- Temitope Onifade was unseated as Departmental Representative of Law
- Hilal Kina was unseated as Departmental Representative of Anthropology
- Jungsoo Park was unseated as Departmental Representative of Botany
- Arielle Kelsey was unseated as Ordinary Member of Academic and External Committee
- Stella Baehring was unseated as Ordinary Member of Strategic Plan ad hoc Committee
- Teesha Luehr was unseated as Councillor of Strategic Plan ad hoc Committee
- Karanpreet Matharu was unseated as Councillor of Services Committee



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## 7 ADJOURNMENT

**BIRT** there being no further business the meeting be adjourned at 8:30 pm.

**Mover:** Nicolas

**Seconder:** Victoria

**Result:** Motion carries