**CALL TO ORDER – 6:00pm, Thursday, 20 June 2013**

**Chair: Jessica Squires**

**Recording Secretary: Polly Leonard**

**Council Members Present**

* Grant MacNeil (President)
* Maggie Simpson (VP Operations)
* Lauren Montgomery (VP External)
* Justine De Jaegher (VP Finance)
* Justine Mallah (VP Academic)
* Vincent St-Martin (Office Communications Coordinator, GSA)
* Phil Robinson (Executive Coordinator)
* Colin Cordner (Senate/Political Science)
* Gina Parker (CUSA VPSI)
* Chris Bisson (Geography & Environmental Studies)
* Ron Couchman (Anthropology & Sociology)
* Abigail Kidd (Anthropology & Sociology)
* Lisa Menard (Psychology)
* Cecilia Jorgenson (Psychology)
* Alexa Dodge (Legal Studies)
* Wesley Petite (Political Economy)
* Thania Vega (Political Science)
* Kelly Black (Canadian Studies Proxy)
* Emma Hamilton-Hobbs (Art History Proxy)
* Jason Crann (Math and Stats)
* Graeme Turner (Math and Stats)
* Jill Sexton (Communication Proxy)
* Lindsay Derraugh (Biology)
* Ehsan Ghias-Begloo (Electronics)
* Sebastien Plante (Cognitive Sciences)
* Phil Beriault (Philosophy)
* Mohammadreza Ataei Nacini (SCE)
* Chelsea Houde (English)
* Ridha Ben-Rejeb (ALDS)
* Matt Dunford (Physics)
* Lesley MacKinnon (SPPA)
* Madina Lunussova (SPPA)
* Will Cathcart (RRRA)

**1. INTRODUCTION OF CHAIR**

a. Announcement of Proxies

Kelly Black for Tabatha Armstrong (Canadian Studies)

Chelsea Houde for Andrew Connolly (English)

Emma Hamilton-Hobbs for Diane Pellicone (Art History)

Matt Dunford for Katy Hartling (Physics)

Jill Sexton for Justine Mallah (Communications)

**2. ADOPTION OF AGENDA**

**Moved:** Graeme Turner (Math & Statistics)

**Seconded:** Kelly Black (Canadian Studies)

**Carried**

**3. APPROVAL OF PREVIOUS MINUTES**

1. E-minutes from April 12th 2013

**Moved:** Lisa Menard (Psychology)

**Seconded:** Wesley Petite (Political Economy)

**Carried**

1. Minutes from April 12th 2013

**Moved:** Abigail Kidd (Sociology and Anthropology)

**Seconded:** Lisa Menard (Psychology)

**Carried**

**4. ANNOUNCEMENTS**

* Wine Tasting Fundraising for CKCU at Mike’s Place between 12:00 and 1:30pm on the last Thursday of each month (June 27, July 25th and August 30th.)

**5. EXECUTIVE REPORTS**

 **Chair (Jessica Squires):** keep questions to end of item – reminder to first notification – try to keep reports to 3 minutes

1. President (Grant MacNeil)

**President’s Report**

Respectfully submitted by Grant MacNeil

**Throwback**

The Carleton Administration is charging ahead with plans for homecoming, now dubbed ‘Throwback’. We are staying in the loop by attending the planning committee meetings. **It seems that the effort is somewhat rushed**. We have been hesitant to make any commitments to participate in the event, although the executive has discussed the possibility of tabling to support our ongoing campaigns, such as “No Means No” or the new anti-violence toolkit. We want to make sure that resources are available to students during the events. Another possibility is holding an event that is accessible and appeals to a different segment of the student and alumni population to contrast the events scheduled by the committee. If you have any thoughts on this matter please share them with the Executive, and in coordination with Council we will decide how the GSA may participate, contribute or complement the event.

**Campus Food Systems Project**

The executive was included in a multi-stakeholder meeting with the campus facilitators and national coordinators of the Campus Food Systems Project. The meeting demonstrated that there is interest in working on food security on campus. The executive has discussed some potential ways we may be involved, and we have been paying attention to any developments on campus surrounding food and food security.

**Meetings with RRRA**

The executive has been meeting with the Rideau River Residence Association (RRRA) in order to facilitate better communication between the organisations. RRRA has launched a new bike share initiative. Additionally there is a volunteer-mentorship program coming down the pipes which may interest graduate students who are interested in working with the membership of RRRA.

**Campus United**

Campus United met last week, with representatives from the Carleton University Academic Staff Association, CUPE 4600, CUPE 2424, CUPA (Carleton University Postdoctoral Association) and OPIRG-Carleton (Ontario Public Interest Research Group). It was good to hear what everyone is up to, the progress being made, as well as those challenges being faced by labour on campus. There were several possible opportunities presented to cooperate on issues, and generally strengthen solidarity on campus. The meeting was positive and I am looking forward to our next meeting, and taking action on some of the issues discussed.

**Health, Dental and Accident Plan**

We are very happy to report that our broker, Morneau Sheppel, continues to honour the terms of the contract between Morneau Sheppel, CUSA, and the GSA. This means that the fee will remain at $178 with no changes to benefits for the 2013-2014 year that begins on September 1, 2013. However, the plan has been strained as a result of CUSA's efforts to unilaterally cancel the joint plan and it is doubtful the plan can continue as is beyond August 2014. The next step for GSA's legal case against CUSA will likely be mediation, which we hope will take place over the summer. The GSA Executive and the Board of Directors remain very confident in the GSA's legal position.

**Free Bike Tune-Ups** The GSA partnered with the Cycling Coop of the Student Federation of the University of Ottawa (SFUO) to provide free bike tune-ups to all Carleton community members on June 19. The event was very well attended, as was evident from the never-ending line-up of cyclists wanting to use the service. A huge thanks goes out to the SFUO, their staff and volunteers.

**Meetings with the Department of University Safety (DUS) and the Risk Management Committee**

Members of the Executive met with Mark Hargreaves, Community Relations Liaison for DUS. Issues discussed include cycling and programs to ensure safety for graduate students working late on-campus. The GSA will distribute material on the Working Late Program and Safe Walk during Welcome Weeks.

Justine De Jaegher, Phil Robinson and I attended a Risk Management Committee meeting. The Committee looks at student events, alcohol use, and related issues at Carleton. It is very happy with the management of Mike's Place and the attention the GSA gives to potential risk issues when organizing events.

**Board of Directors Update**

The first meeting of the Board for the 2013-2014 year took place June 19. The primary focus of the meeting was a review and discussion of the budget.

1. VP Finance (Justine De Jaegher)

**VP Finance Report**

Respectfully submitted by Justine De Jaegher.

**Mike's Place**

We are pleased to report that summer business is greater than expected, particularly at lunch time. A summer beer has been introduced - the Mill St. Lemon Tea beer. The new service station is fully installed for coffee, tea, sauces etc. There is now an ATM at Mike's Place! CKCU, the campus radio station, held the first of four wine tasting sessions as a fundraiser for the station. The wine tasting series is hosted by wine writer and historian Rod Phillips. There are only 25 tickets per session, so we encourage purchasing them well in advance at Mike's Place. The series takes place the last Thursday of every month this summer from 12:00 to 1:30pm. Tickets are $30 per session.

Don't forget that Mike's Place is open all summer. For reservations, please contact George Koneval, Hospitality and Operations Manager, at extension 6681 or mikesplace@gsacarleton.ca.

**New Office Administrators**

The GSA has hired three new office administrators. All three individuals are working hard and are wonderful additions to the GSA team.

**GSA Honour Awards**

Members of the GSA Scholarships and Awards Committee met last month to determine the recipients for the 2013 GSA Honour Awards. These awards recognize those graduate students who have demonstrated outstanding commitment and dedication to Carleton, and the graduate community specifically. We are proud to announce that the recipients of the 2013 GSA Honour Awards are Kelly Black, Ali Etemad, and Ajay Parasram. Each of the recipients will receive a certificate as well as have their name engraved on the GSA Honour Award plaque.

**Audit**

The auditor for the GSA is currently conducting our annual audit. Audited statements will be presented to Council in the fall.

**"Strategic Plan for Embedding Sustainability in Carleton University Operations" Multi-Stakeholder Committee - Request**

Last month, university administration announced the creation of a Sustainability Strategic Plan for Carleton. Among other recommendations, the plan proposes the creation of a "multi-stakeholder sustainability advisory committee on campus operations". The GSA, along with the Carleton University Students' Association (CUSA) and the Rideau River Residence Association (RRRA) submitted a letter to Darryl Boyce (Assistant Vice-President Facilities Management and Planning) requesting greater student representation on the committee. The associations have yet to receive a response. The Sustainability Strategic Plan can be viewed at <http://www1.carleton.ca/fmp/energy-and-sustainability/sustainability-strategic-plan/>.

**Family Leave Grant**

The GSA and the Faculty of Graduate and Postdoctoral Affairs (FGPA) are currently working together to attempt to implement a Family Leave Grant to provide financial support for full-time and part-time Masters and PhD students who require academic leave for parental leave or other family related issues. The current proposal being discussed is to establish eight grants at $1,500 each. More information to follow.

**University Centre Levy**

As previously reported to Council, in the past the GSA has transferred roughly $100,000 to CUSA for clubs and societies and student service centres. This arrangement was codified in a 2004 agreement with CUSA and a 1999 agreement with the University. The GSA terminated the agreement with CUSA in accordance with the termination clause in the agreement. The GSA is currently looking to set-up a new system whereby student groups apply directly to the GSA for funding.

**Meetings with Ryan Flannagan, Director of Student Affairs and Equity Services**

I'd like to highlight that through these meetings we have made some progress towards a preferred name policy for Carleton University and the need for more gender neutral washrooms on-campus. We will keep you informed as these initiatives progress.

1. VP Operations (Maggie Simpson)

**VP Operations Report**

Respectfully submitted by Maggie Simpson

**Community Garden**

The community garden has undergone significant changes since the spring. Our garden coordinator Chris Bisson and lovely volunteers have been busy manually filling plots with soil rain or shine in preparation for the growing season. Although there are a few finishing touches left, gardeners have been planting and plots are nearly full. Chris held a workshop June 10th on organic gardening, which was very well attended. He will be holding workshops throughout the growing/harvesting season on various garden topics. In addition, we are planning a community garden grand opening/garden party during Welcome Weeks to celebrate the gardens progress and continued growth!

**Welcome Weeks Hiring/Planning**

The planning for Welcome Weeks has begun! The GSA has hired two amazing coordinators that will help us plan and organize these busy first two weeks of September! The GSA will continue to hold the largest graduate orientation in all of Canada and we are hoping to engage not only new students, but also returning students with various workshops, events and speakers. If anyone is interested in being a volunteer during Welcome Weeks please e-mail me and be sure to encourage your departmental societies and friends to come on out to the Welcome Weeks activities!

**Softball**

The softball season has started and there has been great turnout for games when the weather was amenable! Just a reminder that if you would like to join your departments team or the interdisciplinary team, please contact Andrew Connolly and make sure you sign a liability waiver. Softball is a great opportunity to socialize with your department, friends and have a lot of fun! Also, don’t forget to pop by Mike’s Place after the game, where if four or more people from your team attend, you get free nachos!

**Handbooks**

Handbooks have been ordered and will be available at the beginning of Welcome Weeks. Last year, they were so popular that we ran out, so this year we ordered even more copies! The 2013-2014 handbooks will have a new design and a campus map.

**Ethical Purchasing**

Through the Canadian Federation of Students ethical bulk purchasing program, the GSA has ordered custom GSA and Mike's Place t-shirts, pens, buttons, highlighters, notebooks and water bottles. The ethical bulk purchasing program enables the GSA to take advantage of the economies of scale by partnering with students' unions across the country. It also enables the GSA to purchase materials that are socially and environmentally responsible.

1. VP Academic (Justine Mallah)

**Vice President Academic Report**

Respectfully submitted by Justine Mallah

**Change of status**

The GSA is looking for feedback and comments about the Carleton's change of status policy for graduate students. The policy governs changes to/ from part-time/full-time status as well as leave of absences. What have your experiences been? Have you been able to change when you needed to? Do you have any recommendations? Please talk to your departments and colleagues about their experiences with the current system and send all feedback to me at vpa@gsacarleton.ca

For information regarding the Change of Status Policy, check out:

-Page 9 of the FGPA's Terms and Conditions of Admission and Funding

[http://www5.carleton.ca/fgpa/ccms/wp-content/ccms-files/terms\_conds\_admiss\_fund.pdf](http://www5.carleton.ca/fgpa/ccms/wp-content/ccms-files/terms_conds_admiss_fund.pdf%22%20%5Ct%20%22_blank)

-The change of status form

[http://www5.carleton.ca/fgpa/ccms/wp-content/ccms-files/Academic-Change-Form.pdf](http://www5.carleton.ca/fgpa/ccms/wp-content/ccms-files/Academic-Change-Form.pdf%22%20%5Ct%20%22_blank)

-See "How do I change my status?"

[http://www5.carleton.ca/fgpa/faq/](http://www5.carleton.ca/fgpa/faq/%22%20%5Ct%20%22_blank)

-Sections 7.9 Status, 7.10 Change of Status from Full-time to Part-time, 8 Continuous Registration, and 14.0 Co-operative Education Policy of the Graduate Calendar

<https://currcalendar.carleton.ca/grad/gradregulations/administrationoftheregulations/#1>

**OGS update**

In 2012-2103 there were approximately 860 OGS applications of which about 10% were external. Currently, Carleton is at #82 of the reversion list and administration anticipates that Carleton will reach #90 on the list of 220 students.  Next year (2013-2014), administration expects to have more applications since students are learning that they must apply for OGS to the university they hope to attend.  Because OGS applications will be adjudicated within the university and administration is expecting an overload of applications, there is discussion of raising the minimum GPA for both PhD and Master’s students (this includes undergraduates applying for grad school).  This is a controversial issue since raising the GPA would result in a large amount of students losing their chance of being considered for (much needed) funding.  However, on the flip-side, if the minimum GPA is not raised, those who have a “lower” GPA will likely not even be considered.  Ultimately, this decision will be made by the Dean of FGPA, Wallace Clement.  The GSA Executive does not support the raising of the GPA minimum, but at the same time we do not believe that it is fair for students to spend so much time on their applications, especially during a stressful time, and not even have a chance of winning.  I have made this clear to administration, and I have also been advocating for clear and open communication to students regarding the entire OGS process, including criteria.

**Mental health**

A priority of the GSA this year is to ensure that there is an effective support network for graduate students who are experiencing distress or other mental health issues. We are currently looking at ways of improving the Carleton University Student Mental Health Framework to better address the unique experiences and needs of graduate students. Right now, I am looking into Post-Traumatic Stress Disorder (PTSD) services on campus. If you have any experiences or feedback and/or concerns regarding mental health and Carleton services that you would like to share with the GSA please contact me at vpa@gsacarleton.ca. Personal stories and information will remain confidential.

**Graduate Academic Caucus Update**

While GAC has traditionally been made up of student representatives who sit on their departmental/faculty boards, I am hoping to expand GAC this coming fiscal year and open it up to all grad students who are interested as well. Not only will GAC continue to act as an information sharing outlet, it will also be a space where academic campaigns are conceptualized and created. Please email me at vpa@gsacarleton.ca if you sit on your board and do not yet sit on GAC, or if you are eager to get involved!

**Graduate Research Forum**

I have been meeting with the Faculty of Graduate and Postdoctoral Affairs with regards to planning this year's Graduate Research Forum. The meetings are going well and the FGPA is very keen on continuing this event. In the fall I will be looking for volunteers to help organize the event.

1. VP External (Lauren Montgomery)

**Vice President External Report**

Respectfully submitted by Lauren Montgomery

**Greater Ottawa Area (GOA) Students' Unions**

The GSA has met with several other locals from the GOA including: CUSA, University of Ottawa Undergrads, GSAED (University of Ottawa Grads), Algonquin College, La Cite, and Saint Paul University to discuss key transit issues in the Ottawa area. While the GOA has been working on the issue of transit for quite some time, the meeting was productive in prioritizing which issues will be worked on during the summer months. The group prioritized the age cap on the student monthly bus pass as one of the primary issues that the group will work on. The group will be meeting once a month and will be mobilizing our members and the community at large to lobby the government to work on transit issues that impact undergraduate and graduate students.

**Childcare**

The GSA continues to prioritize and work on Childcare issues within the City of Ottawa, and will monitor any further changes to the municipal policies that the City produces regarding graduate student access to Childcare.

**Canadian Federation of Students May Annual General Meeting**

All members of the executive and two staff attended the CFS AGM at the end of May. The week was productive. Of particular interest to graduate students could be the work of the National Graduate Caucus. NGC has recently undergone an executive turnover with Joey Donnelley from Memorial University, Seamus O’Neill from University of Ottawa, and myself. The NGC has decided to further their research concerning corporatization and commercialization on campus, and will be working on other projects directly related to graduate students.

**Canadian Federation of Students (Ontario) Skills Development Symposium**

The GSA sent eleven delegates to the Ontario CFS Skills Symposium. Three members of the executive attended as well as many members at large. Our delegates participated in workshops designed to help with campaign management, budget and financial skills, and human resources and employee management skills.

**GSA Tabling Space in the Atrium**

It is often difficult to get space in the Atrium. To remedy this problem for the GSA and graduate departmental societies, the GSA has requested a permanent tabling location in the Atrium. The initial response from the University has been positive but we have not worked out the details yet.

**6. OTHER REPORTS**

1. Senate & Senate Committees

**Colin Cordner (Senate/Political Science):** Just had Senate meeting, Main item: soliciting support and strategic mandate report – Ontario Ministry of Training, Colleges and Universities had to differentiate universities– deal with economy –productivity and online learning – last year the task force has been putting together response – new minister – more roundtables regarding the issues – only University presidents. No students. Technology, credit transfers etc. Katherine Graham - head of task force – questions from senate – the report is public and can download 13 pages – not too much jargon. Concern over – research back to ministry – Kathleen says they are going to finesse that research is important – the ministry doesn’t actually think so –is the idea Sustainability – definition – big discussion – possibly the word equity should be added to sustainable – over influence on economics and not culture etc. Justine Mallah (VP Academic) - had a question there too – she was asking about student enrolment goal – 1.2 of report – increase of 3% year over year, any long term framework?

1. Graduate Residence Caucus (GRC)
2. Carleton University Students’ Association (CUSA)

**Gina Parker (CUSA VPSI):** Yes – hi –Gina Parker – lots of things going on with Orientation coming up. The budget is done or near completion – service centre employees have been hired

We will be having 7 awareness weeks: 1, financial awareness week 2. Mental illness awareness week 3. Substance use awareness week, 4. HIV/AIDS Awareness Week, 5. Green Week, 6. Sexual assault awareness Week. A big emphasis on mental health – ASSIST (Suicide Prevention) training –to all co-ordinators and executives. To address what Ron Couchman (Sociology and Anthropology) was saying Consent is Sexy week will be the same week as homecoming – throwback will be going on at the same time. Let them now that consent is sexy.

1. Rideau River Residence Association (RRRA)
2. **Graduate Faculty Board (GFB) (Faculty and Administrators from FGPA)**
* Harmonize the masters level with CIHR and SSHRC and NSERC – having a single integrated – policy, single application form, and PhD also
* Harmonized more emphasis on interpersonal – research – innovation –and contribution – as opposed to supervisors research – more focus on the individual students
* 2. Change to constitution – including joint institutes and collaborative programs
* PhD: Changes to thesis testing – in examination – lots of students bail the oral defence – Now students will have one month to redo – as long as thesis is fine – to protect people failing
* Important for students to: Listen to externals advice – if the external doesn’t feel its at standards – they will fail if it doesn’t pass – so make sure to listen to external
* Culture Works: new program allowing students into graduate, undergraduate programs. If they were accepted before they pass the English Proficiency Test – they can come here and learn for a year, and then…
1. Carleton Postdoctoral Association (CUPA)
2. Canadian Union of Public Employees 4600 (CUPE 4600)

**Ron Couchman (Sociology & Anthropology):** decided to make anti-oppression training mandatory – beginning just execs but will make it mandatory for everyone TAs, contract instructors, etc.

1. Board of Governors (BoG)

**Kelly Black (Canadian Studies):** last time (meeting) was April – vote to increase tuition fees – as my exec sent email detailing increases – hasn’t been a full meeting - but has of building committee – parking garage over the Otrain tracks is costing $24,000,000– 1% = $2,000,000– you do the math. The kicker was when - I asked if we need the spots? They responded: No. Building 600 parking spots that we don’t need for $24,000,000. It is because Lansdowne Park needs parking – 2 financial backers of Lansdowne Park are on the BOG – speculation – just putting it out there – building a parkade – but we don’t need it – so why? Original budget was $22,000,000 – went up $2,000,000 in 2 months – who knows what the cost will be at the end. The president likes to offer dichotomies – increase tuition fees or cut faculty, Dichotomy is empty – although not in her mind. My final meeting is next week and Nick Falvo will continue after that.

1. Athletics Board
2. **Questions**

**7. DEPARTMENTAL REPORTS**

**Ehsan Ghias-Begloo (Electronics)**– we hosted a conference for the International Society for Optics and Photonics– generously supported by Carleton GSA –thank you to the GSA for supporting us

**Graeme Turner (Math & Statistics):** used to do “better for you” office space – now we are cramped and currently unsure whether it violates fire safety – offices with lots of chairs – 8/10 chairs

Don’t know what’s going on – but haven’t decided whether to press that point 2x3 feet cubicles – tiny

**Sebastian Plante (Cognitive Science**): if anybody is interested there is an upcoming series of workshops on cognitive modeling – computer modelling open workshops – all week – can sign up

**8. NEW BUSINESS**

**(a) Motion 20.06.2013 – 02: Motion to accept work proposal from VPO Maggie Simpson (appendix A)**

**Chair (Jessica Squires):** when we look at motions – only be it resolved that – are binding on councils – I don’t read the whereas ones – they are rationale – background – if you vote in favour doesn’t mean that you are voting in favour of the reasons – you are voting for the be it resolved part

Whereas Article 4.1.6.2 of the Constitution states that "An Executive member who accepts the equivalent of fulltime employment shall petition Council (as per 4.1.6.3) at the first meeting after having accepted the position(s).  Said executive member shall also petition Council at the first meeting of each subsequent academic term."; and

Whereas Maggie Simpson has accepted such a position and submitted a work proposal as per article 4.1.6.3; therefore

BIRT GSA Council accept the work plan submitted by Maggie Simpson

**Moved By: Maggie Simpson (VP-Operations)**

**Seconded By: Wesley Petite (Political Economy)**

1 abstention

**Motion CARRIED**

**(b) Motion 20.06.2013 – 03: Motion to Sponsor the Creation of the RRRA BikeShare Program**

Whereas RRRA has been preparing a Carleton based bike share that will provide access to bikes that can be booked and used by students, and;

Whereas students using the program will only be required to pay an annual membership fee of $20.00, and;

Whereas all graduate students, including graduate students in residence, can benefit from this program, and;

Whereasthe programhas significant upfront costs and the renovation of Residences Commons has restricted RRRA's ability to raise revenue, therefore;

Be it resolvedthat GSA Council will provide RRRA with a $250 donation to assist with start-up costs for this program from the Council Discretionary Fund.

Be it further resolvedthat the donation be contingent upon RRRA's agreement that the GSA will become a campus sponsor for the RRRA BikeShare program and be included in promotional material for the program.

 **Moved By: Cecilia Jorgenson (Psychology)**

 **Seconded By: Chris Bisson (Geography)**

**Vote:** all those in favour everyone

**Opposed:** none

**Abstentions: 1**

**Motion CARRIED**

**(c) Motion 20.06.2013- 01: Motion to Adopt Budget for Fiscal Year 2014**

Be it resolved that the Budget for fiscal year 2014 be adopted as presented.

**Moved By: Justine De Jaegher (VP-Finance)**

**Seconded By: Wesley Petite (Political Economy)**

**VOTE: All in favour?**

**Abstentions: 3**

**Amendment fails**

**Vote on main Budget motion**

**Abstentions: 3**

**Motion CARRIED**

**9. OTHER BUSINESS**

**10. ADJOURNMENT**

**Moved by: Ehsan Ghias-Begloo (Electronics)**

**Seconded by: Graeme Turner (Math & Statistics)**

**Appendix A**

**Work Plan – Maggie Simpson VP Operations**

***Working part time at the GSA (10 hours/week) from May 1- August 23 2013 (17 weeks)***

Executive Meetings – 3 hours/week (x 17)

CFS National Meeting – 3 days (completed)

Welcome Weeks Prep – 5 hours/week (x 17)

Council Prep – 30 minutes/week (x 17)

Responding to e-mails, meetings etc. – 1.5 hours/week (x17)

 Total Hours: 170 hours over 17 weeks at 10 hours per week