

GSA COUNCIL – AGENDA

**Carleton University Graduate Students' Association, Ottawa, Ontario
Robertson Hall, Senate Chamber – 6:00PM – Thursday, June 21st, 2018**

Call to Order- 6:00 PM Thursday, June 21st, 2018

The GSA recognizes and acknowledges that the lands on which we live, work, and study belong to the Algonquin nation.

The Algonquin nation, whose territories comprise the entire Kichi Sibi (Ottawa River) watershed and include the city of Ottawa, never ceded or surrendered its territories to Canada. The Canadian state laid claim to these territories through violent systems of colonization that resulted and continue to result in the dispossession, marginalization, and impoverishment of Algonquin people and the overexploitation of land and waters within their territory.

The GSA commits to fully supporting Algonquin struggles and Algonquin assertions of self-determination and nationhood. We are not innocent in the ongoing colonization of these lands and we resolve to challenge the presence of colonialism in our words, actions, and communities. We extend our ongoing solidarity to the Algonquin nation with our words, actions, time, skills, and resources.

Attendance

Hemant Gupta (Computer Science)
Anurag Das (Systems and Computer Engineering)
Karen Luz Sison (Guest, Charlatan)
Melissa Pullara (English)
Jacky Tran (Proxy, Public Policy and Admin)
Kirsten Bussiere (English)
Seung Hwan Lee (Proxy, Mechanical and Aerospace Engineering)
Catherine Stockall (Proxy, School of Indigenous and Canadian Studies)
Kevin O'Meara (Guest, Political Science)
Chelsea Nash (Communications)
Jana Sarran (Guest, Civil and Environmental Engineering)
Sean Sarran (Guest, Civil and Environmental Engineering)
Jay Ramasubramanyam (President)
Miranda Leibel (VP-Operations)
Ashley Courchene (VP-Finance)
Helyeh Doutaghi (VP-External)
Trycia Bazinet (VP-Academic)
Phil Robinson (Executive Coordinator)
Zidan Mohamed (Membership Coordinator)

Meeting called to order at 6:01 pm.

1. INTRODUCTION OF CHAIR

Chair: Anne-Marie Roy

Minute-Taker: Anthony Galipeau

a. Announcement of Proxies

i) **Hermant Gupta** proxied for **Helyeh Doutaghi** (Law and Legal Studies)

ii) **Catherine Stockall** proxied for **Trycia Bazinet and Kirk Kitzul**

iii) **Jacky Tran** proxied for **Aula Mustafa** (Public Policy and Administration)

iv) **Seung Hwan (David) Lee** proxied for **Armin Ghaziaskar** (Mech & Aero Engineering)

2. ADOPTION OF AGENDA

Moved: Hermant Gupta (Computer Science)

Seconded: Ashley Courchene (VP Finance)

Motion carried unanimously.

3. APPROVAL OF PREVIOUS MINUTES

a. E-minutes from April 9, 2018

Moved: Miranda Leibel (VP Operations)

Seconded: Jay Ramasubramanyam (President)

Motion carried unanimously.

b. Minutes from April 9, 2018

Moved: Ashley Courchene (VP Finance)

Seconded: Miranda Leibel (VP Operations)

Motion carried unanimously.

4. ANNOUNCEMENTS

a. Drink tickets and casual hangout at Mike's Place

Announced by Helyeh Doutaghi (VP External)

b. Presentation of GSA Honour Award to Hemant Gupta (Computer Science) for outstanding commitment and service.

Announced by Jay Ramasubramanyam (President)

5. EXECUTIVE REPORTS

a. President (Jay Ramasubramanyam)

CUSA and GSA Meeting

CUSA and the GSA are planning to meet on the 26th of June. There will be subsequent meetings, and would ideally like to work on improving bus services to and from campus. There will be a meeting with the City of Ottawa and OTranspo in the future.

OCC Hiring

A new Office Communications Coordinator has been hired: Muhammad Akbar. He has a wealth of experience, and will be coming in July.

International Student Services Office Collaboration

International Student Services Initiative continues to progress. Jay met with ISSO Coordinator. While there have been cutbacks in ISSO services offered, GSA is committed to fill the void left by these cutbacks.

International Student Working Group

We are in discussion with administration about reduction of International Student Tuition fees. International PhD students will now pay domestic student rates. The GSA will continue to push for more International Student support.

University Services Updates

There has been in discussion with PMC for grad student support.

The GSA continues to seek greater engagement with Writing Services.

The GSA has also worked with Equity Services – I Can MANifest Change. Launching a pilot program geared towards young men, with the stated goal of working to end violence against women. They are presently looking for 2-3 grad students to volunteer.

Mike's Place Hiring

2-3 new Mike's Place employees have been hired.

CKCU Board Representative

New CKCU Board Rep. has been appointed (Kevin O'Meara)

b. VP Finance (Ashley Courchene)

Budget and Updates of Grants

Goal of budget is to increase grants for students, and to make grad applications more efficient.

We are working in collaboration with front-line office staff to decrease turnaround time.

Mike's Place Pub

Mike's Place revitalization is ongoing. Introduction of new Point of Sales system is one key initiative, and training is hopefully to be completed by September.

c. VP Operations (Miranda Leibel)

Peer Support Programming and Mental Health Initiatives

We are currently working with administration to develop Peer Support Program at Carleton through the Peer Support Working Group Committee, which hopes to have peer support framework by September. We are looking to support grad students, and to push for mental health initiatives, rather than mentorship. We are also seeking feedback from our members.

We are simultaneously developing a GSA-specific Peer Support Framework, in an effort to either complement Carleton's emerging framework, or to serve as an alternative if the framework does not address the needs of Graduate Students.

We are also waiting for the first scheduled meeting of the Graduate Student Mental Health Working Group with the FGPA.

There has been further collaboration with Equity Service. One component of this is Graduate Student-specific volunteers for the sexual assault support centre peer support, of which the deadline to apply is September 6th. Training takes place in fall.

Graduate Student Department Societies

There is a continued interest in building the capacity and growth of graduate student societies on campus. We would especially like to highlight the success and hard work of the Graduate Student Civil and Environmental Engineering Society.

Updates of GSA Space

The GSA Lounge and Board Room is being updated with new furniture and some moderate renovations to improve the space. These new purchases will be done shortly. A contractor is also being sought after for this initiative.

World Cup at Mike's Place

World Cup Games will be hosted at Mike's Place, there will be a special on beer and nachos, as well as prizes through the GSA Instagram page.

Welcome Weeks Programming

Welcome Week looking to include more diverse programming. Parliament Hill Tour being replaced with Indigenous Walk. A Queer Self-Care event will also be introduced.

d) VP Academic (Trycia Bazinet)

Student-Supervisor Relationships Document

The GSA is advocating for more support and protection for Graduate Students. Specific conflict mediation document for student supervisor relationships is being developed by the GSA and in collaboration with FGPA. This is intended to increase the accountability of supervisors to their students. We are looking for feedback on what should be highlighted.

Upper-year Townhall

Upper-year and Graduate Student Town halls/Surveys are being workshopped. The GSA is looking to gather feedback on time completion policies which affect Upper Year Ph.D. students.

Collaborations with Library

The VP-Academic and the President met with library to see what has changed with resources. One pressing concern is finding out what is happening to the archaeology section. The GSA is seeking feedback from students in this area as well, to provide recommendation. VP Academic will push for greater reservation time (>2 hours) on books.

There is continued interest in seeing if (and if so, why) grad students don't utilize library spaces. The GSA will launch its own survey to reach out to grad students.

Parental and Health Leave Working Group

An ad-Hoc group has been established to look for feedback on how to develop more equitable parental and health leave policies for graduate students. Exec from the GSA and one of our members sit on this committee.

Solidarity with Muskrat Falls and Indigenous Land Protectors

The GSA supports the ongoing Muskrat Falls Campaign, graduate students are invited to participate. (To be discussed further in Motion C)

There will be a walk with the objective of reclaiming the land to be used in the condo development on Victoria Island, led by and for Indigenous peoples. This is called the Spirituality is Unity Walk, everyone is welcome to attend. It will be occurring on the 22nd of June, starting at 10:00PM.

e) VP External (Helyeh Doughty)

Updates from Canadian Federation of Students

Executives attended CFS National General Meetings. Highlights: All BC Locals expelled from CFS-National, new mental health materials for the fall.

VP External will be working with CFS to improve anti-Islamophobia campaign, in fulfillment of campaign promise.

Anti-War campaign will also be launched for September. Interested parties are encouraged to e-mail VP External for advance planning.

We are collaborating with the CFS to re-develop the GSA website soon.

Graduate Office Spaces

Request for councillors to send e-mails about what might be lacking in department graduate spaces (e.g. lack of printing). This feedback will assist in information gathering, and in providing solutions.

Outreach Hiring

Outreach Coordinator and Sexual Assault Outreach Coordinator jobs position will soon be released. Everyone is encouraged to apply, and to share these postings with their communities.

Anti-Oppression Training

The VP-External is working with Zidan Mohamed (Membership Coordinator) for new Anti-Oppression training session. Details to be forthcoming in the next council meeting.

f. Questions

- Sean Sarran (Guest, Civil and Environmental Engineering)
 - There was an incident where a local student would be granted a TA position, but only for 2 terms. Left with RA funding with no opportunity for TA funding. Will local students under financial duress have any compensation?
Jay: Graduate students all across the board are being affected by this. The Executive Team is working with CUPE 4600 to lobby for more TAs, but this is also department-dependent. Some departments are more flexible with TAs, some are not. International Ph.D. funding has no impact on domestic students, will allow these students to complete degree with less constraints.
 - Desire more transparency on more TAs, questions of equity regarding them. Also, internal grants and awards. Resolving this is among the top priorities of the executive.
- Melissa Pullara (English) Any idea on when survey is being sent out?
 - Trycia – Survey is ready now, just waiting for feedback from Graduate Faculty Board reps. Hope for it to be released by the end of the month.
- Chelsea Nash (Communication): Lots of students in cohort surprised with Summer portion of funding, which students do not receive unless enrolled. This part of funding needs to be more transparent, or if there are opportunities to get that funding even if they don't register in Summer. It is frustrating and stressful when projected tuition funding is reduced due to these circumstances.
 - Jay: Ongoing discussion with FGPA on this. Got a response – In regards to Ph.D. students, it is absolutely necessary that they remain registered throughout the year. With Masters' students, there is a different standard applied. President will meet with FGPA in the future about these matters.

6. OTHER REPORTS

a. Senate & Senate Committees

- Next Senate Committee meeting will be in July; new president will be a part of this meeting.

b. Graduate Residence Caucus (GRC)

- Nothing to report.

c. Graduate Faculty Board (GFB)

- International Student Working Group is forthcoming. Nothing major to report.

d. Canadian Union of Public Employees 4600 (CUPE 4600)

- Nothing to report.

e. Carleton Post-Doctoral Association (CUPA)

- Nothing to report.

f. Board of Governors (BOG)

- Nothing to report.

g. Carleton University Students' Association (CUSA)

- Nothing to report.

Questions

- No questions.

7. DEPARTMENTAL REPORTS

- Chelsea Nash (Communications) announced that the Communication Graduate Students' Conference was cancelled in Spring due to the CUPE 2424 strike. They are planning for a make-up conference at some point in September.

8. NEW BUSINESS

a. Motion 21.06.2018-02: Motion to Adopt Budget for Fiscal Year 2019

Moved: Ashley Courchene (VP Finance)

Seconded: Miranda Leibel (VPO)

Be it resolved that the Budget for Fiscal Year 2019 be adopted as presented.

Highlights of budget: More effective Mental Health Supports, Indigenous Solidarity, Anti-War Campaign.

Outreach: Collaborate with GSAED to put on enhanced Welcome Week.

Grants: More of them. Certain grants like Dental and Emergency Grants will be increased.

Creation of new grants such as Health Leave Grant, and Indigenous Students Scholarships.

Budget numbers will be audited. Audited report will be presented in October.

FY 18 vs. 19 – Higher enrollment will increase funding.

Welcome week will last 2 weeks.

Grants are increasing, as mentioned above. Indigenous - \$1000 dollar grant for two students.

Health Leave – funds available, \$5000.

Mike's Place – Provide good meals at a lower price. POS system will lower costs, and provide better analytics. Net loss of over ~16,000, but an improvement over FY18s ~29,000 dollar loss. Better service + hospitality = better chances of breaking even.

Graduate Residence Caucus (GRC) – Slight increase in enrollment = more revenue. ~4,300 dollars are going towards GRC, for honorariums and operating costs. Honorariums go to GRC itself.

Motion Carried.

b. Motion 21.06.2018-01: Implementations of a Photography Consent Policy

Moved: Miranda Leibel (VP Operations)

Seconded: Jay (President)

Whereas the governing documents of the GSA do not currently provide a policy on the capture, use, and archiving of photographs, and;

Whereas it is standard practice for organizations to have a clear policy outlining the capture, use, and archiving of individuals' photographs, images, and likeness, and;

Whereas the GSA continues to take and use images or participants at events both online and in our physical establishments, therefore;

The Policy Manual of the GSA be amended to include a Photography Consent Policy as detailed below:

Photography Consent Policy

The Carleton Graduate Students' Association (GSA) staff, executive, and volunteers respect individuals' right of privacy and the right of publicity when planning or engaged in GSA-related image capture for public use. This procedure governs obtaining, managing, and archiving individuals' consent for the use of photography in a consistent manner.

General Considerations:

- Photographers/videographers do not need permission from individuals to take their picture if they are in public or attending a public event, and if the photographer is acting as an agent of the GSA.
- Attendees at GSA events will be advised by event signage and/or notices in materials that photographs, videos, recordings, etc. may be taken during the event and used for GSA purposes and a Consent and Release form may or may not be required, as per those procedures.
- Under all circumstances, GSA photographers/videographers or contracted photographers/videographers will immediately stop photographing or recording a subject if asked to do so.
- If photographers/videographers are asked to stop photographing or recording, images and footage of the subject making the request will subsequently be deleted from the device.
- Signed Consent and Release forms are not necessary for general event or group photographs. A signed form is only necessary if the individual is the primary subject of the photo, and if the individual is easily recognizable in the photo.

- Images of an individual taken without a signed Consent and Release Form will be removed from the GSA's Internet properties (including all publicly-accessible: websites, official social media sites, and online directories) if the subject makes it known to the GSA that they object to the image being used.
- A signed Consent and Release form will be required to display any images of an individual subject in any of the GSA's publicly accessible spaces (including: GSA Lounge, GSA Boardroom, and Mike's Place)
- For subjects under 18 years of age, a parent or guardian must sign a Consent and Release Form.
- Note that Consent and Release forms are not necessary for the purposes of group photos.

Consent and Release Form Management:

- A signed Consent and Release Form will be obtained as noted above and the following information documented for future reference.
- The physical signed Consent and Release Forms will be kept on file in a centralized electronic file system, and will include:

1. Original name of project/event
2. Subject's/subjects' name(s)
3. Photo/image/recording file number(s) and location of the electronic files and/or hard media containing the electronic file.
4. Date
5. Photographer/Videographer name

- Photographs, recordings and image folders will also be marked as RELEASED to indicate Consent and Release Forms have been obtained and filed for the images.

Motion Carried.

c. Motion 21.06.2018-03: Motion in Support of Muskrat Falls Land Protectors Action on Unceded Algonquin Territory

Moved: Trycia Bazinet (VP Academic)

Seconded: Miranda Leibel (VP Operations)

Whereas the GSA's land acknowledgement policy commits to honor the Nationhood of the original land holders that they operate on, and;

Whereas the above mentioned land acknowledgment policy commits to fully supporting Algonquin struggles and Algonquin assertions of self-determination and nationhood, and;

Whereas land protectors obtained the consent of Algonquin land holders to carry their action on Parliament Hill but that the policy from the settler government once again violated diplomatic agreements between Indigenous Nations, and;

Whereas 9 land protectors from Muskrat Falls and their allies were arrested on May 7th for attempting, as a last resort, to enter the House of Commons in an effort to have their life threatening struggles heard on a National Day of Action to #ShutMuskratDown, and;

Whereas one Carleton Graduate Student was part of this group, and;

Whereas Indigenous and non-Indigenous people are facing methylmercury (a neurotoxin) poisoning resulting from the construction of a dam which they did not consent to, and;

Whereas methylmercury bioaccumulates and results in irreversible damage as similarly seen in the community of Grass Narrows, and;

Whereas the dam is built on quick clay which also puts the community at risk of sudden flooding and drowning, and;

Whereas the Canadian Military and the RCMP were deployed against Muskrat Falls land protectors, a pre-emptive action that falls into an ongoing history of militarization against Indigenous peoples upholding their sovereignty, and;

Whereas journalist Justin Brake has been criminalized for reporting what was going on at Muskrat Falls, a clear assault to freedom of press in Canada;

Be it resolved that the GSA will endorse current and future campaigns by the Ottawa-Muskrat Coalition, and;

Be it resolved that the GSA will donate \$100 towards the travel costs of the Elders (Jim Learning, Eldred Davis, and Marjorie Flowers) who travelled to Ottawa to continue to raise awareness against the destruction of their homelands and traditional food sources.

Motion carried unanimously.

d. Motion 21.06.2018-04: Motion to Increase Emergency Dental Grant from \$500 to \$700

Moved: Ashley Courchene (VP Finance)

Seconded: Miranda Leibel (VP Operations)

Whereas the Canadian Academy of Health Sciences have found in 2014 that private and public oral health care system in Canada are ineffective in providing reasonable access to oral health care for all vulnerable people living in Canada, and;

Whereas the inflation rates have increased from 1.92% to 2.15% between 2014 and 2018, and;

Whereas the GSA recognizes that the costs of accessing dental care are high and often unplanned, and;

Whereas many graduate students are likely to require unforeseen dental care throughout the course of their graduate programs at Carleton University, and;

Whereas the FY2019 budget provides for the increase of this grant;

Be it resolved that the GSA increase the Emergency Dental Grant from a maximum of \$500 to a maximum of \$700 per student per year.

Be it further resolved that the Emergency Dental Grant Policy be amended to reflect this change.

Questions:

David Lee – Will the dues for the GSA’s health and dental plan be increasing as a result of more grant funding?

Ashley Courchene – No, this increase in funding is coming from dues already being paid to the GSA. This grant is separate from the health and dental plan.

David Lee – What if a lot of students apply? How is funding distributed? What if there is a student in need, and the limit has already been reached?

Ashley Courchene – If the limit is reached, the GSA has ways to access further funding. Students will continue to be supported as needed.

Kevin O’Meara – How many students have accessed the maximum (\$700) of this funding, as opposed to, say, \$300? What does the scaling look like?

Ashley Courchene – This really depends on the necessity of the work being done. I don’t have the policy document on me right now, but I am open to discussion at a later date.

Motion carried.

e. Motion 21.06.2018-04: Motion to Increase Emergency Grant from \$250 to \$500

Moved by: Ashley Courchene (VP Finance)

Seconded: Hermant Gupta (Computer Science)

Whereas the GSA recognizes the urgency and unpredictability of certain expenses for graduate students and;

Whereas the FY2019 budget provides for the increase of this grant; therefore

Be it resolved that the GSA increase the Emergency Grant from a maximum of \$250 to \$500 per student per year.

Be it further resolved that the GSA Emergency Grant Policy be amended to reflect this change.

Motion carried.

f. Motion 21.06.2018-05: Motion to Implement an Indigenous Graduate Student Grant:

Moved: Ashley Courchene (VP Finance)

Seconded: Helyeh Doutaghi (VP External)

Whereas the GSA recognizes the structural barriers that prevent many Indigenous students from accessing post-secondary education, and;

Whereas post-secondary attainment rates for Indigenous peoples in Canada is under 10% compared to 20% of the rest of Canada, and;

Whereas the GSA recognizes the need to support Indigenous students, and that structural barriers exist in particular with the retention rates of Indigenous students, and;

Whereas the GSA has existing grants for members of other equity seeking groups, including international students, and;

Whereas the FY2019 budget provides for the creation of this grant;

Be it resolved that the GSA establish an Indigenous Student Grant, with two (2) grants of \$500 being awarded each academic year.

Be it further resolved that a policy be developed for the Indigenous Student Grant and presented to Council at its August 2018 meeting.

Questions

- Trycia (VP-Academic): Will this apply to incoming graduates?
Ashley (VP Finance): Yes.
- Chelsea Nash (Communications): How will this grant be promoted?
Ashley (VP Finance): We will be using the GSA handbook, Welcome Week, and use increased advertising in *The Charlatan*, *The Leveller*, and other newspapers in order to promote the grant.
Helyeh (VP External) We will also be relying on word of mouth from council members in order to spread the news of this (and other) grants.
Chelsea Nash (Communications): As a suggestion, a GSA print-out of the grants that it offered could be placed in Graduate Departmental Areas.
Jay Ramasubramanyam (President): Also, the website is going to be revamped in order to provide better communication and accessibility for students. An increased social media presence will also contribute to grant awareness and accessibility.

Motion carried.

g. Nomination and Selection of three GSA Members (3) to the Carleton University Graduate Faculty Board

Nominations:

Kevin O'Meara

Chelsea Nash

Hermant Gupta

Nominations accepted.

h. Motion 21.06.2018-06: Motion to Elect three GSA Members (3) to the Carleton University Graduate Faculty Board

Moved: Trycia Bazinet (VP Academic)

Seconded: Ashley Courchene (VP Finance)

Be it resolved that GSA Council approve the election of Kevin O’Meara, Hermant Gupta, and Chelsea Nash as representatives to the Carleton University Graduate Faculty Board.

Motion carried, Kevin O’Meara, Hermant Gupta, and Chelsea Nash are hereby representatives of the Carleton University Graduate Faculty Board.

9. OTHER BUSINESS

Miranda Leibel (VP Operations) – Reminder that we will be heading to Mike’s Place after this meeting. As stated before, there will be drink tickets.

10. ADJOURNMENT

Moved: Ashley Courchene (VP Finance)

Seconded: Chelsea Nash (Communications)

Motion carried unanimously.