Council
Notice of Meeting
Date: Thursday, October 12, 2017
Time: 4:00 P.M. – 6:00 P.M.
Place: NH 3407

AGENDA

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Chair’s Welcome and Opening Remarks</td>
<td>-</td>
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<tr>
<td>2. Adoption of the Agenda (Changes, if applicable, will be noted with **)</td>
<td>For Approval</td>
</tr>
<tr>
<td>3. Declarations of Interest</td>
<td>-</td>
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</tbody>
</table>
| 4. Approval of the Minutes of the Previous Meeting  
  a. September 13, 2017 | For Approval |
| 5. Consent Items*  
  a. Board Reports  
  b. Executive Reports  
  c. Committee Reports | For Information |
| 6. Council Membership Report | For Information |
| 7. University of Waterloo Committee Membership Report | For Information |
| 8. Delegations  
  a. Policy 42  
    Amanda Cook  
  b. GSEF  
    Julia Goyal  
  c. OGSA Q&A (Follow up from September)  
    Lucas Dotto | For Information |
| 9. Presentations  
  a. Vital Signs Survey (Salman & Sultana) | For Information |
| 10. Discussion Items  
  a. Vital Signs Survey | Discuss |
<p>| 11. Motions | For |</p>
<table>
<thead>
<tr>
<th></th>
<th>a. Motion to ratify the University of Waterloo Committee Appointments</th>
<th>Approval</th>
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<tbody>
<tr>
<td>12.</td>
<td>Notices of Motion</td>
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<tr>
<td>13.</td>
<td>Other Business</td>
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<tr>
<td>14.</td>
<td>Adjournment</td>
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</table>

* Consent Items are those items that in the judgment of the Executive Committee require the attention of Council but that neither require nor imply a decision by Council on any procedural or substantial matter. By adopting Consent Items, Council formally receives information for entry into the minutes. Council may discuss Consent Items at its pleasure.

Lindsey Daniels  
Chair of the Council  
GSA-UW  

October 4, 2017
DELEGATIONS

Amanda Cook
Sexual Violence Coordinator

Amanda will give a general overview of the sexual violence coordinator position and discuss the process of operationalizing Policy 42

Julia Goyal
Graduate Student Endowment Fund

The Graduate Student Endowment Fund (GSEF) will give a general overview of their structure and the programs/services that they offer to graduate students.

Lucas Dotto
Ontario Graduate Student Association

The Ontario Graduate Student Association will be following up from the video delegation from September’s Council meeting.

RESOLUTIONS

11a Motion to ratify the University of Waterloo Committee Appointments

BIRT the GSA-UW Council ratify the appointments as detailed in the report for item 7.
Council
Minutes of Meeting
Date: Thursday, October 12, 2017
Time: 4:00 P.M. – 6:00 P.M.
Place: NH 3407

Present:

<table>
<thead>
<tr>
<th>Board/Officers</th>
<th>Meeting dates</th>
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<tbody>
<tr>
<td></td>
<td>13 12 15 n/a</td>
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<td>Sep Oct Nov Dec</td>
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<tr>
<td>Chair of Council</td>
<td>Lindsey Daniels</td>
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<td>Officers</td>
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<td>President</td>
<td>Robert Bruce</td>
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<tr>
<td>Vice President</td>
<td>Max Salman</td>
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<td>Board</td>
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<td>Chair</td>
<td>Norman Kearney</td>
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<td>Director</td>
<td>Matthew Morison</td>
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<td>Director</td>
<td>Richard O’Brien</td>
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<td>Director</td>
<td>Serxho Selmani</td>
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<td>Director</td>
<td>Ramy Tannous</td>
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<td>Director</td>
<td>Beth Timmers</td>
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<td>Director</td>
<td>Evan Andrews</td>
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<td>Director</td>
<td>Sondra Eger</td>
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<td>Director</td>
<td>Allison Sachs</td>
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<td>Director</td>
<td>Amanda Joynt</td>
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<td>Director</td>
<td>Julie Cook</td>
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<thead>
<tr>
<th>FAC. DEPARTMENT</th>
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<tbody>
<tr>
<td>AHS</td>
<td>AHS Dean/Social Work*</td>
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<tr>
<td>Kinesiology</td>
<td>Daniel Martel</td>
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<tr>
<td>Rec &amp; Leisure</td>
<td>Naima Samuel</td>
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<tr>
<td>SPHHS</td>
<td>Julia Goyal</td>
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<tr>
<td>ARTS</td>
<td>Accounting and Finance</td>
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<td>Anthropology</td>
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<td>Classical Studies</td>
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<td>Stratford</td>
<td>Digital Exp. Innovation*</td>
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<td>Economics</td>
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<td>English Lang &amp; Lit</td>
<td>Jason Lajoie</td>
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<td>Fine Arts</td>
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<td>French Studies</td>
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<td>Germanic &amp; Slavic</td>
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<td>Global Governance</td>
<td>Clay Dasilva</td>
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<td>History</td>
<td>Russ Freure</td>
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<td>Peace &amp; Conflict MPACS</td>
<td>Matthew Morales</td>
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<tr>
<td>Philosophy</td>
<td>Chris Wass</td>
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<td>Political Science</td>
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<td>Psychology</td>
<td>Emily Cyr</td>
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<tr>
<td>Wat.</td>
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<td>Public Service, Master*</td>
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<td>Religious Studies</td>
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<td>Sociology &amp; Legal Studies</td>
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<td>Camb</td>
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<tr>
<td>Chemical</td>
<td>Guratam Singh Ahluwalia</td>
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1. Quorum is present and the Chair calls the meeting to order at 4:00 pm.

2. The agenda is adopted. (Daniels/Van Bommel) **Carried**

3. Declarations of interest. None

4. The minutes of the September 13, 2017 meeting are approved. (Van Bommel/ Spaceov) **Carried**

5. Consent Items Reports:
   a. Board Reports - none
   b. Executive Reports are received for information. (Van Bommel/DaSilva) **Carried** Tadayon abstains.
   c. Committee Reports - none

6. Membership report is adopted.
   Council welcomes new members.
7. Committee Vacancies
   Councillors / graduate students may send a statement of interest to council Chair.

8. Delegations:
   a. Amanda Cook: Sexual Violence Coordinator (SVC)
      Council heard a presentation about the role of the SVC.
      amanda.cook @uwaterloo.ca x36869

      This is not a crisis service.
      Policy 42 review is ongoing and may be aligned with the outcome of Policy 33 review.

      The policy is directly borne out of an act of government, not a history of sexual violence on campus. The policy applies to all members of the UW community, and formalizes reporting back to government of all activity.

      Any perpetrator (student/staff/faculty) and complainant can use the service. Ms. Cook can advocate on making accommodations available to make a person feel safer.

      If a student is a victim, and unable to complete school work, and if they consent with Ms. Cook contacting their Assoc. Dean, then accommodation will be requested.

      Website will be completed within the next 4 – 6 weeks.

   b. Graduate Studies Endowment Fund, (GSEF), Julia Goyal
      Council heard a presentation about GSEF and Julia Goyal explained that GSEF is not a part of the GSA-UW, but a separate endowment fund. The GSI, graduate student initiatives funding is a donation program operated within the GSA-UW.

   c. Ontario Graduate Students’ Association, (OGSA), Lucas Dotto
      Luca Dotto is the Executive Director of OGSA and is present in person to address questions from Council.
      • OGSA membership is limited due restrictions placed on schools that are affiliated with CFS (Canadian Federation of Students). It is very rare that schools can de-federate from CFS. The funding schools were not members of CFS.
      OGSA is also limited to graduate associations, further limited by associations that consist of a mixed graduate/undergraduate membership.
      • Dotto corrected a statement made on the video regarding fees vs outcomes.
• The real currency is advocacy, not money. Number of hours you can put in with government staff and offices.
• OGSA has a spot at CASA’s lobby week. There are a number of issues that can be addressed by the federal government. (i.e. review of copyright act). This allows OGSA an entry and joint approach for advocacy.
• Graduate student access to OSAP grant is specifically a result of OGSA’s lobbying effort. Ontario would not have given access to the grant unless the grad voice was brought to the table. Chris Hyde, OGSA ED past, was a main voice at the table. When the 30% off tuition program was instituted, grad students were not eligible because they were out of high school longer than 4 years. OGSA argued that this was not fair, should not restrict students from aid due to taking longer to become educated.
• What are top priority for the next year.
  -The 10-hour rule- not allowed to work more than 10 hours on campus.
  -student mental health/services, aid, worried it would break down confidentiality.
  -protecting minimum funding guarantees.
  -prevent the internalization of sexual violence
  -New website: ontariogradstudents.com - populating it daily.
• The directors of OGSA – manage the relationships of their individual campuses and convey their campus concerns at the meetings. The chain of command would be through the individual schools director/executive. The ED would be overstepping their role.
• Communication: OGSA cannot be responsible for the failure of the communication when it was not made aware of the problem. (Reference to the GSA-UW opposition to the 10-hour rule)

Break at 5:35 pm.

   The GSA support staff continue to work on the survey data using “Wizard” statistical software. Reporting information at the department level, depending on the questions, could result in a loss of anonymity for some respondents. The information is available at the faculty level, and Council input is welcomed for further analysis. The data is collected for “improving GSA operations” and therefore is not available for distribution to individual groups/departments, as per the agreement/restriction from UW IAP. Results can be communicated. A list of questions is available for review.

To date the SSO has requested summarized results with questions relating to their operations and on graduate student opinions. Sultana was able to provide this in campus-wide and faculty level formats.

**Motion** to extend meeting.
(Amos/van Bommel) **Carried.** Tadayon, Mistry opposed.

11. Motions

   a. **BIRT** the GSA-UW Council ratify the appointments as detailed in the report for item 7.
   (Bruce/Salman) **Carried.** Tadayon, DaSilva, Reid abstain.

12. Notice of motion:
   Tadayon, proposes that a motion be brought before Council to approve an official position of GSA Council to restrict GSA-UW members in positions of leadership (fiduciary positions) from becoming involved in the leadership of external organizations.

13. Other Business: none

14. Meeting is adjourned at 6:10 pm.

*LD:rv*
Dear Members of Council,

Please find attached the *President’s Report* for the Month of October. The following briefing reports have been prepared by the Office of the President, reviewed by the Council Executive Committee, and now find themselves before you for discussion.

Thank you for your time and attention to these important matters, I look forward to discussing these further with you at the next meeting of Council.

Yours respectfully,

Robert P. Bruce, MA, MES
President, Graduate Student Association
University of Waterloo
OFFICE OF THE PRESIDENT
GRADUATE STUDENT ASSOCIATION - UNIVERSITY OF WATERLOO

RE: Mental & Physical Health (STANDING ITEM)

Introduction:

The first step is to better understand the current climate of physical and mental health at the University of Waterloo. One critical component to our physical and mental health is the administration of a meaningful health and dental plan that provides coverage reflective of the community’s needs.

Current Situation:

President Bruce is working with StudentCare to create a survey that is intended to help the GSA obtain valuable student feedback on several elements of the GSA Health & Dental Plan. This information will be used by the GSA and by Studentcare, the Plan administrator, to evaluate the Plan’s performance and shape its future development, so that it accurately reflects the needs of the University of Waterloo Graduate students. This survey will specifically address the current mental health service levels being provided at the university, and through our plan.

Background:

At the regular session of Council on Wednesday 9 August 2017, President Bruce brought forward the following motion: BIRT the GSA-UW Council recommends to the Board of Directors that an evaluation of existing mental health services both on- and off-campus be completed with the intention of identifying current gaps, and to explore additional service improvements that will enhance the mental health of graduate students. The motion was postponed indefinitely, and in its place President Bruce was asked to produce monthly reports on campus physical & mental health services.
RE: Policy 30 – Employment of Graduate Student Teaching Assistants

Introduction:

The GSA-UW is creating a Class Z policy for employment of Graduate Students as TAs.

Current Situation:

The policy is being written to reflect a more formal relationship between the University and graduate students. The most recent addition to the document is the following preface:

"This Policy describes the terms and conditions that apply to the appointment of Graduate Assistants by the University of Waterloo. The University recognizes that Teaching Assistant Assignments ("TA Assignments") are academic, personal and professional development opportunities for graduate students which enhance the experiences of undergraduate students, complement the work of faculty instructors (Instructors), and help meet the academic mission vision and value of the University. To create and maintain a work environment that is free of discrimination and harassment. The terms and conditions of this Policy apply solely to the appointments of graduate students as a Graduate Teaching Assistant, Graduate Research Assistant, or Graduate Research Scholarship, and to no other form of graduate funding. The University will make clear in communication with graduate students the role that TA Assignments will play in terms of the overall financial support the graduate students can expect during their studies."

Background:

A Class Z policy for the “Employment of Graduate Student Teaching Assistants” is being drafted to replace the current employment policy for graduate students. As part of an external audit, this policy is required to be completed for Sunday 31 December 2017.
RE: Orientation Week

Introduction:

Over the past two-years I have witnessed the difficulty in creating a meaningful orientation event for graduate students that has a lasting impact.

Current Situation:

In hopes of building a larger orientation event, that runs smoother, I will begin having discussions with several university partners and departments to discuss the implementation of a Orientation Day Fee, as well as, to address the lack of space being made available to the GSA-UW during the orientation week.

Background:

The GSA-UW is responsible for working with the SSO to provide an orientation day event to all incoming graduate students.

/RPB
RE: GSEF Memorandum of Understanding

Introduction:

The GSA-UW and GSEF have an agreement under which they currently operate. Over the past year-and-a-half members of the two boards have been working together to draft a new agreement that better reflects the current climate.

Current Situation:

A new agreement has been created in draft form and will be reviewed by members of the Board of Directors.

Background:

Both the GSA-UW and GSEF work together to enhance the graduate student experience at the University of Waterloo through their independent goals and objectives. For some activities, such as Orientation, the two organizations combine resources to work together to maximize efficiencies and reduce resources.

/RPB
RE: University of Waterloo Senate Monday 18 September 2017

Introduction:

The conclusion of Phase One of the Course Evaluation Project was met with a long discussion at Senate on Monday 18 September 2017, but was ultimately accepted and Phase Two will begin in due course. The GSA-UW has participated in the discussion for the past three years and has continued to submit feedback as requested by the committee.

Current Situation:

Findings and advice from Phase One:

Adopting a common set of university-wide course evaluation questions would bring Waterloo in line with other leading post-secondary institutions, and enable us to report institutionally on a key component of our mission – student perceptions of their learning experience. Accordingly, the CEPT has determined that:

- Course evaluations should be mandatory for all courses and forms of instruction on this campus.
- These are called Student Course perceptions (SCPs);
- The SCPs should be complemented by consistent, campus-wide use of associated methods such as peer teaching evaluations, teaching dossiers, etc.;
- A cascaded course evaluation instrument should be developed that is composed of core, generic questions. Additional optional Faculty and/or unit questions; and instructor selected questions will provide the opportunity to provide more nuanced insights into the student experience.
• The eValuate on-line system, which has been tested and/or adopted in every Faculty, should provide the platform for the proposed SCP instrument; and

• An orientation toolkit should be designed and implemented to explain why and how SCPs are used at Waterloo; the issue of bias in all its forms; and general advice about how to interpret and complete the question set.

Senate will sit for its next meeting on **Monday 16 October 2017**.

**Background:**

Under the University of Waterloo Act, the Senate has the power to establish the educational policies of the University and to make recommendations to the Board of Governors with respect to any matter relative to the operation of the University.
RE: University of Waterloo Board of Governors

Introduction:

Nothing to Report.

Current Situation:

The Board will sit for its next meeting on Tuesday 31 October 2017.

Background:

Under the University of Waterloo Act, the government of the University and the control of its property and revenues, the conduct of its business and affairs, save with respect to such matters as are assigned by this Act to the Senate, shall be vested in the Board of Governors and the Board of Governors shall have all powers necessary or convenient to perform its duties and to achieve the objects of the University.

/RPB

- END REPORT -
Dear Members of Council,

Please find attached the Vice-President’s Report for the Month of September. The following briefing reports have been prepared by the Office of the President, reviewed by the Council Executive Committee, and now find themselves before you for discussion.

Thank you for your time and attention to these important matters, I look forward to discussing these further with you at the next meeting of Council.

Yours respectfully,

Max Salman, MSc.
Vice-President, Graduate Student Association
University of Waterloo
OFFICE OF THE PRESIDENT
GRADUATE STUDENT ASSOCIATION - UNIVERSITY OF WATERLOO

RE: Vital Signs Survey

Introduction:

The GSA-UW is reviewing the data gathered from the Grad Life Vital Signs Survey conducted earlier this year to inform this advocacy year’s workplan.

Current Situation:

The VSS is almost completed and is waiting for final touches. A presentation of the results and research methods is planned for the next meeting of Council.

Background:

The GSA-UW conducted this survey to better understand where its operations need strengthening, and which social/academic issues must be addressed to better the experience of graduate students at the University of Waterloo.
RE: Investment Portfolio

Introduction:

The GSA-UW is a multimillion dollar corporation with monies held in regular business chequing accounts. Some of the monies can be held in external financial institutions offering higher rates of return, which leads to the possibility of increased funds for the organization.

Current Situation:

This project has been relaunched as of late last week and an addition to the project has been charged to the VP and appropriate staff. The addition will be to develop, with guidance of the Board of Directors, and investment policy for the GSA-UW.

Background:

The GSA-UW operations team has been instructed to explore higher rate investment options for the monies for the organization. This may contribute to potentially yielding greater services, or more initiative funding for graduate students.
RE: Canadian Alliance of Student Associations (Pol&Strat)

Introduction:

The GSA-UW is a member of the Canadian Alliance of Student Associations, a federal advocacy body. This conference aims to address policy themes and to develop a workplan.

Current Situation:

- No updates to report

Background:

The GSA-UW is a member of CASA, and holds a seat in the graduate committee by virtue of its constituency. CASA holds four conferences per year and brings schools from across the country to discuss common issues revolving around PSE. CASA is made up of 21 member student unions, of which three are graduate student associations.
RE: Ontario Graduate Student Alliance

Introduction:

The Ontario Graduate Students’ Alliance is a provincial advocacy body. OGSA President Salman and ED Lucas Dotto traveled to Ottawa to attend a meeting with the ED of CASA, Mr. Michael McDonald.

Current Situation:

No updates to report.

Background:

The OGSA believes it can benefit the graduate student population in Ontario by providing more voices and testimonials to federal government, especially at Lobby-week in November.
The GSA-UW promotes decision-making at the closest feasible level to graduate students. We defer to student associations at the faculty, department, or program level for guidance on GSA services, policy, and advocacy. Decisions are relayed to the GSA by way of appointed councillors. This report lists the current membership of the GSA-UW Council.

**Councillors Starting October 1, 2017**

Alison Jennings, Management Science  
Maria Digaletos, Earth and Environmental Science  
John Sawatzky, Pure Mathematics  
Josh Thompson, Applied Mathematics

**Councillors Retiring September 30, 2017**

Aishvarya Bakshi, Management Science  
David Choi, Computer Science  
Aswin Muthu, Chemical Engineering  
Barbara Lukasz, Master of Digital Experience Innovation (MDEI)

* An asterisk indicates a change from the previous report.
Appointments to University Committee Report

October 12, 2017

Questions?: gsacounc@uwaterloo.ca

Graduate students serve on university-level committees. This report lists the appointments to university-level committees, with vacancies recorded in Appendix A.

<table>
<thead>
<tr>
<th>University-level Committee</th>
<th>Committee Seat</th>
<th>Representative</th>
<th>Term Ends</th>
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</thead>
<tbody>
<tr>
<td>Policy 30 Drafting Committee</td>
<td>GSA Representative</td>
<td>Jennifer Reid</td>
<td>April 30, 2018</td>
</tr>
<tr>
<td>Graduate Student Relations Committee</td>
<td>GSA Representative</td>
<td>Takin Tadayon</td>
<td>April 30, 2018</td>
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<tr>
<td>Arts Faculty Council</td>
<td>GSA Representative</td>
<td>Jim Jordan</td>
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<td>Arts Faculty Council Executive</td>
<td>GSA Representative</td>
<td>Jim Jordan</td>
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<tr>
<td>Graduate Affairs Group in Arts</td>
<td>GSA Representative</td>
<td>Emily Cyr</td>
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Appendix A: Committee Vacancies

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<thead>
<tr>
<th>University-level Committee</th>
<th>Committee Information (if available)</th>
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<tbody>
<tr>
<td>Graduate Student Support Advisory Committee</td>
<td><a href="https://uwaterloo.ca/secretariat/committees-and-councils/graduate-student-support-advisory-committee">https://uwaterloo.ca/secretariat/committees-and-councils/graduate-student-support-advisory-committee</a></td>
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<tr>
<td>Space Information Advisory Group</td>
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<td>Provost’s Committee on Timetabling</td>
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<tr>
<td>Library Renovation Committee</td>
<td><a href="https://uwaterloo.ca/library/about/library-revitalization">https://uwaterloo.ca/library/about/library-revitalization</a></td>
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<tr>
<td>Teaching and Learning Space Committee</td>
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<tr>
<td>Student Technology Advisory Committee</td>
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<tr>
<td>Social Media Committee</td>
<td><a href="https://uwaterloo.ca/social-media-committee/">https://uwaterloo.ca/social-media-committee/</a></td>
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<tr>
<td>Orientation Steering Committee</td>
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<tr>
<td>Food Advisory Board</td>
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**If you are interested in sitting on any of the vacant committees, please send a statement of interest, which outlines your experience with the committee's material, to the Chair of the Council at gsacounc@uwaterloo.ca**