



Council

Notice of Meeting

Date: Wednesday, March 15, 2017

Time: 4:00 P.M. – 6:00 P.M.

Place: NH 3001

AGENDA (Draft)

	Item	Action
1.	Chair's Welcome and Opening Remarks	-
2.	Adoption of the Agenda (Changes, if applicable, will be noted with **)	Decide
3.	Declarations of Interest	Declare
4.	Approval of the Minutes of the Previous Meeting a. February 15, 2017	Review, Decide
5.	Consent Items⁺ a. Board Reports b. Executive Reports c. Committee Reports	Decide
6.	Council Membership Report	Review, Decide
7.	Delegations a. Equals : Excellence and Quality in Academic Life in STEM <i>Maya D'Alessio, Conference Co-Organizer</i>	Present, Q&A
8.	Presentations a. Amendments to Policy 7 – Council <i>(Norman Kearney)</i> b. Policy 13 – Budgeting <i>(Norman Kearney)</i> c. Policy 17 – Promoting an Equitable & Inclusive Society <i>(Norman Kearney)</i> d. Policy 18 – The President <i>(Norman Kearney)</i> e. Policy 19 – The Vice-President <i>(Norman Kearney)</i> f. Minor Policy Amendments	Present

	<p><i>(Norman Kearney)</i></p> <p>g. SAIL Study 2016-2017 Preliminary Results <i>(Jessica Brake)</i></p> <p>h. <u>GSA-UW Memorandum of Agreement Addendum</u> <i>(Jessica Brake)</i></p> <p>i. SLC/PAC Budget Update and Referendum <i>(Robert Bruce and Norman Kearney)</i></p> <p>j. GSSAC TA Budget Increase <i>(Robert Bruce, Jessica Brake, Norman Kearney)</i></p>	
9.	<p>Discussion Items</p> <p>a. GSSAC TA Budget Increase <i>(Robert Bruce, Jessica Brake, Norman Kearney)</i></p> <p>b. SLC/PAC Budget Update and Referendum <i>(Robert Bruce and Norman Kearney)</i></p> <p>c. GSA-UW Memorandum of Agreement Addendum <i>(Jessica Brake)</i></p> <p>d. SAIL Study 2016-2017 Preliminary Results <i>(Jessica Brake)</i></p> <p>e. Amendments to Policy 7 – Council <i>(Norman Kearney)</i></p> <p>f. Policy 13 – Budgeting <i>(Norman Kearney)</i></p> <p>g. Policy 17 – Promoting an Equitable & Inclusive Society <i>(Norman Kearney)</i></p> <p>h. Policy 18 – The President <i>(Norman Kearney)</i></p> <p>i. Policy 19 – The Vice-President <i>(Norman Kearney)</i></p> <p>j. Minor Policy Amendments <i>(Norman Kearney)</i></p>	Discuss
10.	<p>Motions</p> <p>a. Motion to call a referendum on the SLC/PAC Expansion Project and recommend to the Board of Directors the referendum questions.</p> <p>b. Motion to approve the addendum to the GSA-UW Memorandum of Agreement.</p> <p>c. Motion to repeal and replace Policy 7 – Council.</p> <p>d. Motion to adopt Policy 13 – Budgeting.</p> <p>e. Motion to adopt Policy 17 – Promoting an Equitable & Inclusive Society.</p> <p>f. Motion to adopt Policy 18 – The President.</p> <p>g. Motion to adopt Policy 19 – The Vice-President.</p> <p>h. Motion to adopt the minor policy amendments.</p>	Debate, Decide

	i. Motion to appoint a member of Council to the Presidential Nominating Committee.	
11.	Notices of Motion	Present
12.	Adjournment	-

* 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.

Norman Kearney
Student Affairs Officer
GSA-UW

March 8, 2017

DELEGATIONS

Equals: Excellence and Quality in Academic Life in STEM
Maya D'Alessio, Conference Co-Organizer

RESOLUTIONS

6 Motion to Ratify the Appointments to and Resignations from Council.

BIRT the GSA Council ratify the appointments and resignations as detailed in the report for Item 6.

10a Motion to call a referendum on the SLC/PAC Expansion Project and recommend to the Board of Directors the referendum questions.

BIRT the GSA Council call a referendum on the SLC/PAC Expansion Project and recommend to the Board of Directors the referendum questions.

10b Motion to approve the addendum to the GSA-UW Memorandum of Agreement.

BIRT the GSA Council approve the addendum to the GSA-UW Memorandum of Agreement.

10c Motion to repeal and replace Policy 7 – Council.

BIRT the GSA Council repeal and replace Policy 7 – Council.

10d Motion to adopt Policy 13 – Budgeting.

BIRT the GSA Council adopt Policy 13 – Budgeting.

10e Motion to adopt Policy 17 – Promoting and Equitable & Inclusive Society.

BIRT the GSA Council adopt Policy 17 – Promoting an Equitable & Inclusive Society.

10f Motion to adopt Policy 18 – The President.

BIRT the GSA Council adopt Policy 18 – The President.

10g Motion to adopt Policy 19 – The Vice-President.

BIRT the GSA Council adopt Policy 19 – The Vice-President.

10h Motion to adopt the minor policy amendments.

BIRT the GSA Council approve the renumbering of policies:

- Policy 2 – Planning to Policy 12 – Planning
- Policy 5 – External Organizations to Policy 16 – External Organizations
- Policy 3 – Unit Associations to Policy 22 – Unit Associations

BIFRT the GSA Council approve the following amendments to policies:

- Add to Policy 12 – Planning:
 - “3.4. Ordinary investigations of day-to-day matters shall not normally be considered “studies”.”
- Add to Policy 16 – External Organizations:
 - **“7. Entry and Exit**
The GSA Board of Directors and the GSA Council shall have joint and sole authority over decisions on whether to enter into or exit from membership in external organizations, and the Association shall not enter into membership agreements with any external organizations that conflict with this stipulation.”

10i Motion to appoint a member of Council to the Presidential Nominating Committee.

BIRT the GSA Council appoint _____ to the Presidential Nominating Committee.

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COUNCIL MEETING MINUTES
Wednesday March 15, 2017
4:00 pm – 6:00 pm
Needles Hall 3001, University of Waterloo

Present:

CHAIR	Student Affairs	Norman Kearney
Officers	President	Robert Bruce
	Vice President	Jessica Brake
	Comm & Mktg Officer	Indi Madar
	External Affairs-C	Sondra Eger
	External Affairs-O	Max Salman
Board	Chair	Chris Pugh
	Vice Chair	n/a (resigned March 1)
	Director	Ghazal Memartoluie
	Director	Jae Kang
	Director	n/a
	Director	Robert Pangborn
	Director	Savio D'Silva
	Director	Serxho Selmani
AHS	AHS Dean/Social Work*	Milena Urbanajc
	Kinesiology	Graham Mayberry
	Rec & Leisure	Rebecca Mayers
	SPHHS	Julia Goyal
ARTS	Accounting and Finance	
	Anthropology	
	Classical Studies	
	Digital Exp. Innovation*	Barbara Lukasz
	Economics	
	English Lang& Lit	Meghan Riley
	Fine Arts	
	French Studies	Emily Runstedler
	German & Slavic	
	Global Governance	Justine Salam
	History	Russ Freure
	Peace & Conflict Studies	Matthew Morales
	Philosophy	Chris Wass
	Political Science	Peter Augustinavicius
	Psychology	Mona Zhu
	Public Service, Master*	Joyce Tin Wai
	Religious Studies	
	Sociology & Legal Studies	
ENG	Architecture*	Michael Lee
	Chemical	Kun Feng
	Civil & Environmental	Dylan Dowling

	Electrical & Computer	Mohamed El Badawe
	Management Sciences	Aish Bakshi (Jan)
	MBET	Adaobi Ndubisi
	Mechanical & Mechatronics	Kissan Mistry
	Systems Design	Henry Leopold
ENV	Geography and Env. Mgmt	Vicky Vanthof
	School of Planning	Garrett Mombourquette
	SEED	Sophia Esmail
	SERS	Patricia Huynh
MATH	Applied Mathematics	Lindsey Daniels
	Combinatorics & Opt	Chris van Bommel
	Computer Science	David Choi
	Pure Mathematics	Anton Mosunov
	Stats & Actuarial Sci	Danqiao Guo
SCI	Biology	Maxwell Bui-Marinos
	Chemistry	Ryan Amos
	Earth & Env Sciences	
	Physics and Astronomy	Allison Sachs
	Optometry	Alan Yee
	School of Pharmacy*	Gokul Raj Pullagura
THEO	Catholic Thought	
	Theological Studies	Stephanie Chandler Burns
Non-	Gradute Student/Senator	Samantha Shortall
Voting	Gradute Student	Richard o'Brien (Kinesiology)
	General Manager S/T	Rose Vogt

The Chair announces that quorum is met and calls the meeting to order at XXX

1. Chair's Welcome and Opening Remarks
2. Motion to adopt the Agenda with amendments
3. Declarations of Interest
4. **Motion to approve/adopt the minutes of the February 15, 2017 Council meeting.**
5. **Motion to adopt and/or receive for information the Consent Items**
 - a. Board Reports
 - b. Executive Reports
 - c. Committee Reports
6. Council Membership Report
7. Delegations
 - a. EQUALS: Excellence and Quality in Academic Life in STEM,
Maya D'Alessio, conference Co-Organizer

8. Presentations

- a. Amendments to Policy 7- Council, *Norman Kearney*
- b. Policy 13 – Budgeting, *Norman Kearney*
- c. Policy 17 – Promoting an Equitable & Inclusive Society, *Norman Kearney*
- d. Policy 18 – The President, *Norman Kearney*
- e. Policy 19 –The Vice-President, *Norman Kearney*
- f. Minor Policy Amendments - *Norman Kearney*
- g. SAIL Study 2016-2017 Preliminary Results, *Jessica Brake*
- h. GSA-UW Memorandum of Agreement Addendum, *Jessica Brake*
- i. SLC/PAC Expansion Budget Update and Referendum, *Robert Bruce and Norman Kearney*
- j. GSSAC TA Budget Increase, *R. Bruce, J. Brake, and N. Kearney*

9. Discussion Items

- a. GSSAC TA Budget Increase
- b. SLC/PAC Budget Update and Referendum
- c. GSA-UW Memorandum of Agreement Addendum
- d. SAIL Study 2016-2017 Preliminary Results
- e. Amendments to Policy 7 – Council
- f. Policy 13 – Budgeting
- g. Policy 17 – Promotin an Equitable & Inclusive Society
- h. Policy 18 – The President
- i. Policy 10 – The vice-President
- j. Minor Policy Amendments

10. Motions

- a. **Motion to call a referendum on the SLC/PAC Expansion Project and recommend to the Board of Directors the referendum questions.**

BIRT the GSA Council call a referendum on the SLC/PAC Expansion Project and recommend to the Board of Directors the referendum questions.

- b. **Motion to approve the addendum to the GSA-UW Memorandum of Agreement.**

BIRT the GSA Council approve the addendum to the GSA-UW Memorandum of Agreement.

c. Motion to repeal and replace Policy 7 – Council.

BIRT the GSA Council repeal and replace Policy 7 – Council.

d. Motion to adopt Policy 13 – Budgeting.

BIRT the GSA Council adopt Policy 13 – Budgeting.

e. Motion to adopt Policy 17 – Promoting and Equitable & Inclusive Society.

BIRT the GSA Council adopt Policy 17 – Promoting an Equitable & Inclusive Society.

f. Motion to adopt Policy 18 – The President.

BIRT the GSA Council adopt Policy 18 – The President.

g. Motion to adopt Policy 19 – The Vice-President.

BIRT the GSA Council adopt Policy 19 – The Vice-President.

h. Motion to adopt the minor policy amendments.

BIRT the GSA Council approve the renumbering of policies:

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- i. **Motion to appoint a member of Council to the Presidential Nominating Committee.**

BIRT the GSA Council appoint _____ to the Presidential Nominating Committee.

11. Notice of Motion

12. The meeting is adjourned at

NK:rv

March 15, 2017

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**Chair, GSA-UW Board of Directors
Report to Council
February 28, 2017**

Questions? cpugh@uwaterloo.ca

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A. Ongoing Activities

1. Audit and Risk

B. Planned Activities

1. Governance Structure

2. Policy Documents

C. Monitoring Activities

1. Graduate House

2. GSEF

A. Ongoing Activities

1. Audit and Risk

The Audit has been completed and will be finalized by the Board and brought to the AGM in April. The audit has not brought up any major issues in the organization and the audit and risk committee shall be looking to find quotes for our 2016-2017 audit.

B. Planned Activities

1. Governance Structure

The Board is finalizing changes on the executive structure for the 2017-2018 year and will be approving new job descriptions and roles shortly. Once the details are finalized, a presentation will be made to council to make councillors aware of the changes and how the organization management is evolving.

2. Policy Documents

The Board, with the expertise of the Student Affairs Officer, is moving forward with policy development for the Governance of the organization. The Board is also investigating into HR policies for the organization and will continue this work in line with the new Governance model and job propositions. 2

C. Monitoring Activities

1. Grad House

The Board is investigating into a potential Graduate House Advisory Ad-Hoc committee to evaluate and determine goals of the Graduate House as well as future directions for this important part of our corporation. More details will follow for this initiative.

2. Graduate Student Endowment Fund (GSEF)

The Board is looking into our memorandum of understanding with GSEF and solidifying this positive working relationship.

End of Report

Yours sincerely,

Chris Pugh

Chair, GSA-UW Board of Directors

February 28, 2017

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**President
Report to Council
March 15, 2017**

Questions? rpbruce@uwaterloo.ca

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- A. Ongoing Activities
 - 1. OGSA: Update
 - 2. CASA: Update
 - 3. Senate: Update
 - 4. Board of Governors: Update
 - 5. Committees: Update
 - 6. University Activities: Update
- B. Planned Activities
 - 1. Meeting with President Hamdullahpur
- C. Monitoring Activities

A. Ongoing Activities

1. OGSA: Update

OGSA continues to work with its member schools on 1) Fee Referendum's; and 2) Preparing for the Annual General Meeting.

2. CASA: Update

The External team is preparing for the Annual General Meeting that is to be held in March.

3. Senate: Update

Due to a lack of business, the scheduled meeting for February was cancelled. The Senate Finance Committee has met to review and receive the annual budget presentation from the Provost. The Senate Committee on Tenure and Promotions has met to evaluate and recommend promotions to faculty members that have met the appropriate criteria.

Next Sessions of Senate is scheduled for **Monday 27 March 2017**.

4. Board of Governors: Update

The Board overwhelmingly expressed support for the construction of the \$15M Field House at CIF. Additionally, governors partook in a discussion surrounding a tuition

increase for all international students. While this did not result in a decision, it is something that we will continue to monitor.

Next Sessions of Board is scheduled for **Tuesday 4 April 2017**.

5. Committees: Update

SLC/PAC will be reviewing the tender packages to decide which contract will be awarded the bid. In addition, the committee will continue to discuss the finances of the project.

6. University Activities: Update -Nothing to Report

B. Planned Activities - Nothing to report.

C. Monitoring Activities - Nothing to report.

End of Report

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Robert P. Bruce', written in a cursive style.

Robert P. Bruce
President, GSA-UW

Wednesday 1 March 2017

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**Vice President
Report to Council
February 28, 2017
Questions? gsa-vp@uwaterloo.ca**

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A. Ongoing Activities

1. Strategic Plan
2. MOA for University Wide Committee Appointments
3. Job Descriptions
4. Equity Policy
5. Policy 30 (Employment of Graduate Student Teaching Assistants)
6. GSSAC (Graduate Student Support Advisory Committee)
7. SSAC (Student Services Advisory Committee)

B. Planned Activities

None to Report.

C. Monitoring Activities

None to Report.

D. Completed Activities

1. Data collection for strategic plan

A. Ongoing Activities

1. Strategic Plan

Now that the survey period is complete, I have been actively working on cleaning up the data through the authentication process, as well as developing summary charts.

After the summary charts have been completed they will be brought to the Council Strategic Planning committee for a review. The SPC will work on developing the Social and Academic Issues List (SAIL). The SAIL will then be brought the Council Executive Committee and Council.

2. MOA for University Wide Committee Appointments

The MOA that outlines how graduate students will be appointed to University wide committees was brought to the Graduate Student Relations Committee (GSRC). We received a lot of feedback from the committee and did our best to address all of their concerns. Instead of having a separate MOA, we are now working towards making an addendum to our current MOA with the University. The language for this can be found in Appendix A.

The next steps for this item is to bring the addendum to GSRC and then to the Provost.

3. Job Descriptions

I have been working with Norman, Robert and Rose to develop the job descriptions for next year's executive and staff team.

4. Equity Policy

Norman, Indi and Myself received a lot of feedback on the GSA-UW equity policy from campus partners. We worked to incorporate their feedback into the policy, and will be bringing the new draft forward to Council.

5. Policy 30 (Employment of Graduate Student Teaching Assistants)

Robert, Norman, and myself met with Jeff Casello, Associate Provost, Graduate Studies to discuss the new draft of Policy 30. We have noted all of his feedback and are going to meet to discuss the best ways to address it.

5. GSSAC (Graduate Student Support Advisory Committee)

After the February meeting of Council, we received notice from GSSAC that the faculty increase (which has been typically followed for the TA increase) is going to be 1.5% this year instead of 1.95%. This came as a major concern for us as the projected increase in cost of living for graduate students is 1.58%. Thus, the 1.5% increase would not be sufficient. As such, we are going to recommend to the committee that we do not recommend a 1.5% increase which is in line with the faculty increase, but rather we recommended a 1.58% increase. Moreover, we are going to ask the committee to include the following items in the recommendation memo: (1) the reason(s) why 1.58% is an appropriate increase (2) that the original ask was 1.95% (3) note the GSA-UW's official position.

6. SSAC (Student Services Advisory Committee)

The proposed student services fee for 2017/2018 that was brought to the attention of February's council meeting (outlined below) was approved by the SSAC.

Graduate Full-time - \$133.00 (2016/2017 = \$137.00)

Graduate Part-time - \$39.90 (2016/2017 = \$41.10)

B. Planned Activities -None to report.

C. Monitoring Activities - None to report.

D. Completed Activities

1. Data Collection for the strategic plan survey

The survey period for the Grad Life: Vital Signs survey is now completed.

End of Report

Yours sincerely,

Jessica Brake

Vice President, GSA-UW

February 28th, 2017

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Council Membership Report

March 15, 2017

Questions? gsa-sao@uwaterloo.ca

The GSA promotes decision-making at the closest feasible level to graduate students. Whenever possible, 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.

To ensure that graduate students are legitimately represented, a new registration process has been implemented. The process requires associations to register with the GSA each term and whenever their executive or GSA representative changes.

By registering, a student association becomes entitled to:

- Appoint a councillor (or multiple councillors, in the case of faculty level associations);
- Receive fees charged to members of the association, which are collected by the University and held in trust by the GSA;
- Apply for funding under the new Graduate Student Initiatives program; and,
- Request administrative support and other assistance from the GSA.

The data that the GSA-UW had on the status of faculty, department, and program level graduate student associations and the methods for collecting these data were found to be poor. This process is intended to improve data quality and collection methods in the interest of accountability. It is hoped that the process will also promote better transition planning.

The process is being tested in the Fall 2016 and Winter 2017 terms and a policy will be brought forward for consultation with associations, councillors, and other stakeholders prior to being implemented on a permanent basis.

For graduate students who are not represented by a faculty, department, or program level student association, councillors are elected. Elections are being held in October 2016.

* An asterisk indicates a change from the previous report.

Appendix – Council Membership (As of March 8, 2017)

Applied Health Sciences	Councillor	Term Ends	Registered Association
Kinesiology	Graham Mayberry	April 28, 2017	Yes
Recreation & Leisure Studies	Becca Mayers	September 30, 2017	Yes
School of Public Health and Health Systems	Julia Goyal	August 31, 2017	Yes
Master of Social Work	Milena Urbanaj	April 30, 2017	No
Arts	Councillor	Term Ends	Registered Association
Accounting & Finance			
Public Issues Anthropology			
Classical Studies			
Master of Digital Experience Innovation (MDEI)	Barbara Lukasz	August 31, 2017	No
Economics			
English Language & Literature	Meghan Riley	August 31, 2017	Yes
Fine Arts			
French Studies	Emily Runstedler	August 31, 2017	Yes
Germanic & Slavic Studies			
History	Russell Freure	September 1, 2017	Yes
Master of Peace and Conflict Studies	Matthew Morales	December 31, 2017	Yes
Philosophy	Chris Wass	September 14, 2017	Yes
Political Science			
Master of Public Service (MPS)	Joyce Tin Wai	April 30, 2017	No
Psychology	Mona Zhu	April 30, 2017	Yes
Religious Studies			
Sociology			

Engineering	Councillor	Term Ends	Registered Association
Architecture	Michael Lee	September 21, 2017	Yes
Master of Business, Entrepreneurship, and Technology (MBET)	Adaobi Ndubisi	April 30, 2017	No
Chemical Engineering			Yes
Civil & Environmental Engineering	Dylan Dowling	April 30, 2017	Yes
Electrical & Computer Engineering	Mohamed El Badawe	May 1, 2017	Yes
Management Sciences	Aishvarya Bakshi		Yes
Mechanical & Mechatronics Engineering	Kissan Mistry	August 31, 2017	Yes
Systems Design Engineering	Henry Leopold	April 30, 2017	No
Environment	Councillor	Term Ends	Registered Association
Geography and Environmental Management (GEM)	Vicky Vanthof	April 30, 2017	Yes
Global Governance	Justine Salam	April 30, 2017	Yes
School of Environment, Enterprise, and Development (SEED)	Sophia Esmail	April 30, 2017	Yes
School of Environment, Resources, and Sustainability (SERS)	Patricia Huynh	April 30, 2017	Yes
School of Planning	Garrett Mombourquette (Justin Cook)	November 1, 2017	Yes
Mathematics	Councillor	Term Ends	Registered Association
Applied Mathematics	Lindsey Daniels	August 31, 2018	Yes
Combinatorics & Optimization	Chris van Bommel	August 31, 2018	Yes
Computer Science	David Choi	August 31, 2018	Yes (not CS)
Pure Mathematics	Anton Mosunov (Lindsey Daniels)	August 31, 2018	Yes
Statistics & Actuarial Sciences	Danqiao Guo	August 31, 2018	Yes

Science	Councillor	Term Ends	Registered Association
Biology	Maxwell Bui-Marinos	June 30, 2017	Yes
Biochemistry & Chemistry	Ryan Amos	August 31, 2017	Yes
Earth and Environmental Science			Yes
Physics and Astronomy	Allison Sachs		Yes
Pharmacy	Gokul Raj Pullagura (Amiraza)	August 31, 2017	Yes
Vision Science	Alan Yee	May 1, 2017	Yes
Theology	Councillor	Term Ends	Registered Association
Catholic Thought			
Theological Studies	Stephanie Chandler Burns	April 30, 2017	No
At-Large	Councillor	Term Ends	Registered Association
Samantha Shortall	N/A	April 30, 2017	N/A

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SLC/PAC Referendum Draft

Background

In 2016, graduate students entered into an agreement with undergraduate students and the University to finance the expansion of the SLC/PAC. The partners agreed to a \$34 million budget for the project. Graduate students would contribute \$8 million towards the budget (collected at \$18 per student per term until the full amount is paid).

Question 1

The project team for the SLC/PAC expansion has determined that the project could cost between \$10 and \$24 million more than originally budgeted due to higher than anticipated construction costs. Please rank your preferences for the following recommendations to the University:

The budget may be increased as necessary, but the University will pay any amount over the original \$34 million.	_/4
The budget should be kept at \$34 million.	_/4
Graduate students will withdraw their contribution to the project, but undergraduate students and the University may proceed with the project.	_/4
The project should be cancelled and the money spent on other projects.	_/4

Question 2

If the budget for the SLC/PAC expansion project were to be kept at \$34 million, the scope of the project would have to be reduced. Please indicate your priorities for the project by ranking each feature from 1 (less important to you) to 5 (more important to you). The aggregate rankings will be shared with the project team to guide their cost-cutting decisions.

Graduate Student Space	(1, 2, 3, 4, 5)
Bookable Multi-Purpose Rooms	(1, 2, 3, 4, 5)
Social Space	(1, 2, 3, 4, 5)
Multi-Faith Space With Lockers and Cleansing Amenities	(1, 2, 3, 4, 5)
Bookable Event Space	(1, 2, 3, 4, 5)
Dining Seats	(1, 2, 3, 4, 5)
Fitness Space	(1, 2, 3, 4, 5)
Recreation Studio Space	(1, 2, 3, 4, 5)
Enclosed Link Between the Third Floor of the SLC Connecting to MC	(1, 2, 3, 4, 5)

Question 3

Graduate students and the University could spend money on a variety of projects for enhancing the experiences of graduate students. What projects would you like to see graduate students and the University spend money on? Please suggest up to five ideas and rank each one from 1 (less important to you) to 5 (more important to you). The SLC/PAC expansion project is included as a baseline. Please rank its importance to you as well.

1.	(1, 2, 3, 4, 5)
2.	(1, 2, 3, 4, 5)
3.	(1, 2, 3, 4, 5)
4.	(1, 2, 3, 4, 5)
5.	(1, 2, 3, 4, 5)
6. SLC/PAC Expansion Project	(1, 2, 3, 4, 5)

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Memorandum of Agreement between the Graduate Student Association and the University of Waterloo

Introduction

The university recognizes the separately incorporated Graduate Student Association – University of Waterloo (GSA) as the representative of graduate students at the University of Waterloo (UW).

This agreement outlines the official working relationship between the GSA and UW in terms of communication and consultation, decision making and policy development. It does not speak to facilities, services or access to services provided to the GSA by the university for which there are agreements already in place*. The Graduate Student Relations Committee and its subcommittee, the Graduate Student Support Advisory Committee, both of which include members of the senior administration and the GSA Executive, anchor the working relationship. Graduate students, are represented on the Senate and Board of Governors, and their executive committees, and on the following Senate committees/councils: Finance, Long Range Planning, Honorary Degrees, Graduate & Research, Student Appeals. Graduate students (either GSA officers and/or graduate students recommended or appointed by the GSA), are also represented on other university-level committees, including: Graduate Student Relations, Graduate Student Support Advisory, Traffic & Parking (and its appeal committee), Alcohol Use & Education, Animal Care, Human Research Ethics, Joint Health & Safety, Student Services Advisory, University Tenure & Promotion.

Further, UW senior administration has confirmed the importance of the relationship between the university and the GSA through its commitment to consult with the GSA President on the appointment/reappointment of the Associate Provost, Graduate Studies.

Notwithstanding the formal processes identified above, the GSA, through its President, is also encouraged to discuss any matters of concern directly with the Associate Provost, Graduate Studies.

Embedded throughout this memorandum of agreement are links to various committees/councils (includes terms of reference and membership), and to a number of documents (regulations, guidelines, policies) which pertain to graduate students.

Graduate Student Relations Committee

Established by Policy 1, the Graduate Student Relations Committee provides for regular communication and consultation among the GSA and senior university officers. The committee is responsible for: developing and revising policies and guidelines concerning the terms and conditions of employment for graduate students and is consulted on policies that affect graduate students; informing, monitoring and coordinating efforts to implement the university's Sixth Decade Plan goals relating to student engagement; receiving, for information and comment, proposed changes in tuition and co-op fees; and reviewing and recommending to the Provost new incidental fees and changes to existing incidental fees assessed to graduate students (except for those fees determined by the GSA, committees on which the GSA Executive officers sit, and those prescribed by contractual agreements between UW and the GSA). The committee meets monthly and is chaired jointly by the Associate Provost, Graduate Studies and the GSA President. While committee meetings are conducted in confidential session to allow its members the opportunity for frank discussion of sensitive matters, members of the committee

are encouraged to maintain open communication with their respective councils/boards (i.e., GSA Board of Directors, Council and Executive; Deans' Council, Graduate Operations, Senate Graduate & Research Council) and to seek their endorsement on issues before they are put into action.

Graduate Student Support Advisory Committee

Also established by Policy 1, the Graduate Student Support Advisory Committee (see * Note at bottom of Terms of Reference of Graduate Student Relations Committee) meets during the winter term each year to prepare a recommendation to the provost on increases in the TA rate and graduate scholarship and bursary funds, and the minimum funding level for doctoral students. It does this by considering various pieces of information such as tuition and incidental fees, shelter costs, graduate TA and bursary fund expenditures and graduate student income. The committee, chaired by the Associate Provost, Resources, operates on a consensus basis.

* The following agreements are held in the Secretariat: agreement and indenture between the GSA and the UW (i.e., agreement for the lease of the Schweitzer Farmhouse to the GSA and associated operating agreement); agreement between the GSA, GSS (Graduate Student Societies) and the university re: eliminating the 'strikeable' option for fees collected on behalf of the GSA and GSS; agreement to dispose of the proceeds from the demutualization of Mutual Life (Clarica) re: student health insurance plan.

Approved by the UW Board of Governors on April 7, 2009

Approved by the GSA Board of Directors on March 31, 2009

MOA Addendum for Committees

Except where other appointment procedures are indicated in the MOA, the GSA-UW will have a seat on any body that makes decisions or advises on decisions that affect graduate students. Graduate students will be appointed to these bodies on the recommendation of the GSA-UW. The GSA-UW will work with units across the University to make these appointments.

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Policy 7 – Council

Established: August 2015 (C)

Last updated: March 15, 2017 (C)

Class: C

1. Purpose

1.1 This policy defines the governance structure of the GSA Council.

2. Chair

2.1 The Chair shall be a graduate student at the University of Waterloo with a proven record of leadership and governance experience.

2.2 The Chair has responsibility for administering the affairs of the Council.

2.3 The term of office of the Chair shall be one year ending April 30.

2.4 If the Chair's Office becomes vacant through death, resignation, or other causes, it is the responsibility of the Council Executive Committee to appoint an interim Chair to serve until the Council appoints a Chair to serve out the remainder of the term.

2.5 If any member of the Council Executive Committee becomes, or seeks to become, a candidate for the Office of Chair, the member shall recuse themselves from nominating work of the committee.

2.6 In the event of a perceived conflict of interest that could compromise or be seen to compromise a member's judgment of the candidates, they shall disclose the nature of that conflict to the committee in sufficient detail to enable the committee to determine whether the member must recuse themselves from the nominating work of committee.

2.7 The Council Executive Committee shall invite or arrange for nominations, by whatever means it considers appropriate, from graduate students at the University of Waterloo; and it will establish criteria against which nominations and applications may be measured.

2.8 The committee will consider all names placed before it and will develop a short list of candidates as its first step in proceeding towards a recommendation. These candidates will be invited to meet with the committee and/or with such other persons and/or groups as it may determine. It will then rank the candidates on the short list and will present to the Council the name of one candidate for appointment as Chair. If the candidate is not accepted by the Council successive names, in the order of ranking from the short list, will be proposed one at a time until a name is accepted. That person will then be offered the position of Chair of Council by the Chair of the Board of Directors.

2.9 All such discussions, in the committee and in the Council, will be carried out in confidence.

2.10 The Chair may only be removed from office for cause. Cause is to be understood in relation to the duties of the Chair as indicated by all relevant Association policies. Causes for removal include negligence, incompetence, unprofessional conduct, and inability to maintain the confidence of the graduate student community. Removal shall be by a majority vote by the Council.

2.11 At every meeting of the Council Executive Committee, there shall be an opportunity for members to raise any performance feedback for the Chair, positive or negative, which has come to their attention.

2.12 If regular performance feedback fails or is inappropriate, the Council Executive Committee should determine whether there is sufficient evidence to warrant an inquiry into whether there is cause for removal. The Chair shall recuse themselves from these deliberations, and the committee shall appoint a temporary chair for the deliberations. The Chair should be informed in writing of the committee's decision and the basis for it, and be given an opportunity to respond. If the Council Executive Committee believes that formal proceedings are necessary, it shall set up a formal inquiry. At the same time, the committee may choose to suspend the Chair, without prejudice, financial or otherwise, for the period of the inquiry, if this is warranted by the general interests of the Association and of the individuals involved, and is compatible with the principles of natural justice. The details of the inquiry shall be decided by the committee. However, in all its proceedings the hearing committee shall be guided by principles of natural justice. In particular, it shall make sure that the Chair has full knowledge of every charge, and has every opportunity to respond to these charges. On completion of its work, the hearing committee shall report to the Council Executive Committee with a recommendation, supported by reasons, that the Chair either (1) continue in office (or be reinstated if temporary suspension has occurred), or (2) be removed for cause. The Council Executive Committee shall then report to the Council, which will take appropriate action.

3. Council Meetings

3.1 The Council shall normally meet on the second week of the month, except in February and March when Council shall normally meet on the third week of the month, from 4pm to 6pm ET. Council shall not normally meet in July and December.

3.2 Meetings of Council shall normally be held in open session.

3.3 The Chair shall call meetings on the advice of the Council Executive Committee and shall serve notice of regular meetings no fewer than thirty calendar days in advance. Special meetings may be called with as few as 24 hours of notice, but any action taken at a special meeting shall lapse unless it is ratified at the next regularly scheduled meeting. Notices shall include the date, time, and location of meetings, which must take place on the University of Waterloo campus, and the agenda, which shall include any motions that are to be considered at the meeting. Any supporting documentation for motions must be sent to Council no fewer than three calendar days in advance of the meeting at which the motion is to be considered. Any

member of Council wishing to propose a motion must advise the Chair no fewer than fourteen calendar days in advance of the meeting at which the motion is to be considered.

3.4 Quorum for meetings of Council shall be one-third of its current number of members. Vacant seats shall be ignored for the purpose of calculating quorum.

3.5 Meetings of Council shall be conducted according to Roberts Rules of Order Newly Revised.

3.6 The Chair shall refrain from participating in debate while presiding over meetings, and shall only vote when the vote is taken by secret ballot.

3.7 Tie votes shall be considered defeated.

4. Membership

4.1 The members of Council ("councillors") shall be a) the Chair, b) the directors of the Board plus the Vice-President, c) one graduate student per academic department, d) and one graduate student per academic program not housed within a department. Councillors falling under c) and d) shall be graduate students at the University of Waterloo appointed by unit associations according to Policy 22 – Unit Associations.

4.2 Graduate student members on the University Senate and Board of Governors shall have the privilege to attend and to speak at meetings of Council in open session. Council may grant these privileges to other graduate students on the recommendation of the Council Executive Committee. These privileges shall automatically lapse on April 30.

4.3 There shall be a standing invitation to all graduate students serving on University committees that make decisions on or advise on decisions that affect graduate students.

4.4 Councillors shall attend meetings; keep familiar with the business of Council; participate in committees, subject to vacancies; liaise between the Council and their unit association; and, uphold the mission, vision, and values of the GSA.

4.5 The Council Executive Committee may recommend the removal of a councillor who in the view of the committee has failed to fulfill their duties. Removal shall be by a majority vote of Council. Removal shall be automatic if a councillor is absent for three consecutive meetings, with or without regrets, or if the councillor is absent five meetings, with or without regrets. A councillor who is removed shall not be eligible for re-appointment for one calendar year from the date of removal.

5. Official Positions

5.1 Council may declare official positions, which shall form the basis for the GSA's lobbying efforts and shall be communicated to the relevant authorities whenever appropriate. An official position of the GSA shall consist of both a statement of the position and the rationale for its adoption.

5.2 The text of any proposed official position shall be sent to all Councillors at least two weeks prior to the Council meeting at which the official position is to be discussed, in order to allow Councillors adequate time to consult with students in their respective departments.

5.3 A list of all official positions adopted by Council shall be maintained on the GSA website in a widely accessible format. ^[T]_[SEP] [List of Official Positions](#)

5.4 The Council Executive Committee shall conduct a yearly review of the official positions, and shall recommend to Council any modifications or repeals.

5.5 The Social and Academic Issues List shall be considered an Official Position (see Policy 12 – Planning).

6. Council Executive Committee

6.1 The Council Executive Committee (“the CEC”) shall be a standing committee of the Council.

6.2 The membership of the CEC shall be the following:

- a. The Chair of the Council, who shall chair the committee;
- b. The President of the Association;
- c. The Vice-President of the Association; and,
- d. One councillor from each faculty of the University.

6.3 The CEC shall have the following powers and duties:

- a. To prepare the agenda for all regular and special meetings of Council.
- b. To receive and review reports from the President of the Association prior to their submission to Council at each regular meeting.
- c. To present to Council, normally at the first regular meeting in the term in May, a list of nominations for the committees of Council.
- d. To make recommendations to Council as may be necessary from time to time regarding the establishment of ad hoc committees of Council, such recommendations to include the terms of reference of any such committee and a list of nominations for the membership thereof.
- e. To receive and review the reports and recommendations of all committees of Council, prior to their presentation to Council and to make at its discretion recommendations to Council thereon.
- f. To act on behalf of Council on such matters as Council may from time to time designate.
- g. To report to Council, as expeditiously as possible, with respect to the conduct of such matters as shall be delegated by Council to the committee from time to time.

6.4 The committee shall normally hold ten (10) regular meetings per year, each such meeting to be held approximately two weeks prior to the date of each regular meeting of Council. Special meetings of the committee shall be called by the chair of the committee.

Policy 13 – Budgeting

Established: March 15, 2017 (C)

Last updated: March 15, 2017 (C)

Class: B/C

1. Budget Approval Process

1. The President shall draft a budget, drawing on the advice of the Vice-President, the General Manager, the staff, directors, and councillors, and shall present it to the Joint Board-Council Budget Committee, normally in June. The committee shall adopt a working draft, normally in July, which the President shall bring to the Executive Committees of the Board of Directors and the Council, normally in July. The Council Executive Committee shall cross-reference the proposed budget with the Social and Academic Issues List (see Policy 12 - Planning) and shall review the proposed budget for conformity with the Association's social, political, and academic policies and official positions. The Board Executive Committee shall cross-reference the proposed budget with the Operations Issues List (see Policy 12 - Planning) and shall review the budget for conformity with the Association's administrative and financial policies, applicable law, and contracts. Once considered by the Executive Committees, the chair of the Board of Directors shall bring the proposed budget, together with any recommendations from the Executive Committees, to the Board of Directors for consideration and approval, normally in August. The Chair of the Board of Directors shall report to the Council on the budget approval process and the approved budget, normally in September.

2. Joint Board-Council Budget Committee

1. The Joint Board-Council Budget Committee ("the BC") shall be a joint standing committee of the Council and the Board of Directors.
2. The membership of the BC shall be the following:
 - a. The Chair of the Board, who shall chair the committee;
 - b. The Chair of the Council, who shall serve as Vice-Chair;
 - c. The President of the Association;
 - d. The Vice-President of the Association;
 - e. One director, appointed by the Board of Directors; and,
 - f. One councillor, appointed by the Council.
3. The committee shall be supported by the Treasurer.
4. The BC shall have the following powers and duties:

- a. To receive from the President of the Association, for consideration, study, and review, proposals for the internal allocation of the Association's funds.
 - b. To prepare a detailed budget for the Association Operating Fund, the Health and Dental Fund, the Graduate House Fund, and the Capital Fund, and to make recommendations to the Board of Directors and the Council thereon.
 - c. To consider, study, and review the general policies governing the internal allocation of the Association's funds and to make recommendations to the Board of Directors and the Council thereon.
5. The committee shall normally hold three (3) regular meetings per year between May 1 and September 1. Special meetings of the committee shall be called by the chair of the committee.

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Policy 17 – Promoting an Equitable and Inclusive Society

Established: March 1, 2017 (B), March 15, 2017 (C)

Last updated: March 1, 2017 (B), March 15, 2017 (C)

Class: B/C

1. Preamble

1. Graduate school is as much about learning and generating knowledge as it is about pursuing the best versions of our selves. Our individual life pursuits are intertwined with the pursuits of others and are shaped by our own and others' worldviews, social structures, and the physical world:
 - a. One's worldview refers to how one sees the social and physical world – what is, what should be, and what could be – including one's view of oneself – who one is, who one should be, and who one could be.
 - b. Social structures are stable patterns of social interaction, which create possibilities for and limitations on social action – often as unintended consequences.
 - c. The physical world refers to the life-support systems of the planet, such as its stocks and flows of natural resources, the biogeochemical cycles, and ecosystem services.
 - d. Together, worldviews, social structures, the physical world, and their interconnections, comprise social-ecological systems, which produce and reproduce constraints and opportunities for individuals and groups.
2. Graduate students are affected by, and participate in effecting, social structures across a wide range of scales, from local structures such as one's academic department to global structures such as the global economy. These social structures tend to unevenly distribute opportunities for individuals to pursue the best versions of their selves.

2. Purpose

1. This policy defines the roles and responsibilities of the Graduate Student Association ("the Association"), including directors, councillors, staff, and volunteers, who shall serve as role models, in promoting opportunities for graduate students to pursue the best versions of their selves.

3. Objectives

1. The Association shall:
 - a. Encourage graduate students to examine their own and others' worldviews, develop compassionate, imaginative views of the world, themselves, and others, and support one another in pursuing the best versions of their selves;

- b. Involve graduate students in creating, promoting, and defending social structures that fairly distribute, and dismantling social structures that unfairly distribute, opportunities for individuals to pursue the best versions of their selves, whether those structures originate on or off campus;
 - i. Social structures that unfairly distribute opportunities for individuals to pursue the best versions of their selves include, but are not limited to, all forms of supremacy (e.g. racial, religious, national, etc.), able-ism, age-ism, anti-blackness, classism, colonialism, colorism, hetero-normativity, imperialism, patriarchy, and war.
- c. Educate graduate students about how their own and others' worldviews, social structures, and the physical world interrelate and affect individual life pursuits.

4. Execution

1. The Association shall develop, implement, monitor, evaluate, and enhance programs and services designed to achieve the objectives of this policy. Especially, the Association shall strive to equip graduate students to champion the principles and practices as described in this policy throughout their personal and professional lives.
2. The GSA will search out and experiment with best practices for achieving these objectives, and will build up a repertoire of practices that are successful in the UW context.

5. Collaboration

1. In addition, the Association shall proactively support the University of Waterloo's [Strategic Plan for Equity](#) and its [Principles of Inclusivity](#), applying them to all Association activities and promoting them to the wider campus community.
2. The Association shall strive to collaborate with other campus stakeholders to achieve the objectives of this policy.

6. Compliance

1. The President shall ensure that all staff and volunteers understand, and that all Association activities are compliant with, this policy.
2. The Council shall monitor the social and political activities of the Association, through the President, for compliance with this policy.
3. The Board of Directors shall monitor the administrative and financial activities of the Association, through the President, for compliance with this policy.

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Policy 18 – The President of the GSA

Established: March 1, 2017 (B), March 15, 2017 (C)

Last updated: March 1, 2017 (B), March 15, 2017 (C)

Class: B/C

1. General

The President of the GSA provides leadership in all matters internal and external.

2. Qualifications, Duties and Responsibilities

The President shall be a graduate student at the University of Waterloo with a proven record of leadership and administrative experience.

The President has responsibility for administering the affairs of the GSA, and shall act on behalf of the Board of Directors with respect to the operational management and control of the Association. As a member of the Board of Directors and the Council, the President has the responsibility to work with and advise these two bodies, which have ultimate authority over the Association's affairs.

During a period of temporary absence, the President is empowered to delegate authority to the Vice-President or, if the Vice-President is not available, the Board shall appoint a person to temporarily exercise the authority of the President.

3. Term of Office

- A. The term of office of the President of the Association is normally one year, renewable for one year to a maximum of two years.
- B. If the President's Office becomes vacant through death, resignation, or other causes, it is the responsibility of the Board of Directors, in consultation with the Vice-President and other senior Association officers, to appoint an interim President to serve until a nominating committee has finished its work.

4. Appointment and Reappointment Procedures

A. Appointment of a Nominating Committee

When nominations for the President of the Association are required, as through notice of resignation, death or the approaching end of a term, a nominating committee shall be formed by the Chair of the Board of Directors. The nominating committee shall normally be formed no earlier than four months and no later than one full calendar month prior to the end of the term of office of the incumbent.

The nominating committee shall consist of:

- The Chair of the Board of Directors, who shall chair the committee.
- The Chair of the Council, who shall serve as Vice-Chair.
- One member of the Board, elected by and from the Board.
- One member of the Council, elected by and from the Council.
- One staff member, elected by and from the regular ongoing staff of the Association.

The President and the Vice-President are not eligible to serve on the nominating committee.

A reasonable gender balance should be maintained on nominating committees, whenever feasible.

Membership on the nominating committee shall be conditional on each person agreeing to maintain in confidence the information discussed by the committee, except on points where the committee subsequently agrees otherwise, and to exercise authority and responsibility as an individual in order that decisions may be taken at the time and place of committee meetings.

If any member of the nominating committee becomes, or seeks to become, a candidate for the Office of President, the member shall resign from the committee.

In the event of a perceived conflict of interest that could compromise or be seen to compromise the member's judgment of the candidates, he/she shall disclose the nature of that conflict to the committee in sufficient detail to enable the committee to determine whether the member must resign from the committee.

If the association of any member of the nominating committee with the Association is terminated or in any way significantly altered, or if for any reason, including resignation, any member is unable to carry out responsibilities on the committee, the nominating committee will request the appointment of a replacement member, unless the committee has reached a stage in its deliberations where it deems such a replacement inadvisable.

B. Terms of Reference

It is understood that the nominating committee shall be responsible for soliciting the views of those affected, including members of the Board of Directors, members of the Council, staff members, students and alumni.

1. Reappointment at the End of a First Term

The first charge to the nominating committee will be to solicit, with the prior knowledge of the incumbent and by whatever means it may decide, the opinion of the graduate student community as a whole with respect to the reappointment of the incumbent. If the incumbent is found to be generally acceptable, the committee shall then determine the incumbent's willingness to accept reappointment. If the incumbent indicates willingness to accept, the committee shall recommend reappointment to the Council and the Board of Directors without considering other candidates.

2. New Appointments

If the incumbent is not to be recommended for reappointment at the end of a first term, or if the incumbent is nearing the end of a second term, or if the incumbent has died, resigned or been removed, then the following procedure shall be followed: the committee will invite or arrange for nominations, by whatever means it considers appropriate, from graduate students at the University of Waterloo; and it will establish criteria against which nominations and applications may be measured.

The committee will consider all names placed before it and will develop a short list of candidates as its first step in proceeding towards a recommendation. These candidates will be invited to meet with the committee and/or with such other persons and/or groups as it may determine. It will then rank the candidates on the short list and will present to the Council and, if approved, then to the Board of Directors the name of one candidate for appointment as President. If the candidate is not accepted by either the Council or the Board, successive names, in the order of ranking from the short list, will be proposed one at a time until a name is accepted. That person will then be offered the position of President by the Chair of the Board.

All such discussions, in the committee and in the Council and Board of Directors, will be carried out in confidence.

5. Removal of the Office Holder Before Expiration of Term

A. General Principles

The President of the Association may only be removed from office for cause. Cause is to be understood in relation to the duties of the President as indicated by all relevant Association policies. Causes for removal include negligence, incompetence, unprofessional conduct, and inability to maintain the confidence of the graduate student community.

B. Reconciliation

In cases where the Chair of the Board of Directors becomes aware of problems, for example through a petition of graduate students or regular ongoing staff of the Association, the Chair will, with the support of the Executive Committees of both the Board of Directors and the Council, seek to mediate the situation as quickly as possible.

C. Formal Inquiry

If reconciliation fails or is inappropriate, the Chair of the Board of Directors should determine whether there is sufficient evidence to warrant an inquiry into whether there is cause for removal. The President should be informed in writing of the Chair's decision and the basis for it, and be given an opportunity to respond. The Chair will then bring the evidence, together with the President's response, before a joint meeting of the Executive Committees of the Board of Directors and of the Council. If they believe that formal proceedings are necessary, they shall

set up a formal inquiry. At the same time, the Chair of the Board of Directors may choose to suspend the President, without prejudice, financial or otherwise, for the period of the inquiry, if this is warranted by the general interests of the Association and of the individuals involved, and is compatible with the principles of natural justice. The details of the inquiry shall be decided by the Executive Committee of the Board of Directors in consultation with the Executive Committee of the Council. However, in all its proceedings the hearing committee shall be guided by principles of natural justice. In particular, it shall make sure that the President has full knowledge of every charge, and has every opportunity to respond to these charges. On completion of its work, the hearing committee shall report to the Chair of the Board with a recommendation, supported by reasons, that the President either (1) continue in office (or be reinstated if temporary suspension has occurred), or (2) be removed for cause. The Chair shall then report to the Board of Directors, which will take appropriate action.

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Policy 12 – Planning

Established: February 15, 2017 (C), March 1, 2017 (B)

Last updated: March 15, 2017 (C), March 1, 2017 (B)

Class: B/C

1. Preamble

1. The Graduate Student Association of the University of Waterloo (“the Association”) strives to be member-driven and evidence-based in its approach to enhancing the social and academic experiences of graduate students at the University of Waterloo (“the University”).

2. Purpose

1. This policy defines the approach that the Association shall take to identifying and substantiating problems, setting goals, and monitoring progress towards those goals, both internal and external.

3. Studies

1. The Association shall, as directed by the Council, conduct comprehensive studies of the social and academic experiences of graduate students at the University. Such studies normally shall be conducted once every three years and at least once every five years. As the need arises, the Council shall direct the Association, through the President, to investigate further specific social or academic issues identified through a comprehensive study.
2. The Association may, as directed by the Council, conduct studies of other specific issues affecting the social or academic experiences of graduate studies identified outside of the comprehensive study process.
3. The Association shall design comprehensive and specific studies and develop implementation plans at the direction of the Council Executive Committee, and the Council shall have final approval authority over such designs and plans.
4. Ordinary investigations of day-to-day matters shall not normally be considered “studies”.

4. Lists

1. The Association shall maintain a list of ongoing issues affecting the social and academic experiences of graduate students at the University (the Social and Academic Issues List, “SAIL”). Drawing on the Association’s studies, the input of the directors, the input of the councillors, and other relevant information, the Council shall determine the contents of

the SAIL. Each entry into the SAIL shall be accompanied by references to relevant evidence. The Council shall direct, monitor, and evaluate the efforts of the Association, through the President, to address the issues in the SAIL.

2. The Association shall maintain a list of ongoing issues affecting the operations of the Association (the Operations Issues List, "OIL"). The Board of Directors shall determine the contents of the OIL. The Board of Directors shall direct, monitor, and evaluate the efforts of the Association, through the President, to address the issues in the OIL.

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Policy 16 –External Organizations Policy

Established: February 15, 2017 (C), March 1, 2017 (B)

Last updated: March 15, 2017 (C), March 1, 2017 (B)

Class: B/C

1. Preamble

2. The Graduate Student Association of the University of Waterloo (“the Association”) is the sole representative of all graduate students at the University of Waterloo (“the University”).
3. The Association may hold membership in other organizations for the purpose of promoting the voice of graduate students at the University to relevant levels of government and other stakeholders (“external organizations”).
4. The Association is governed by a Council (“the Council”), which speaks on behalf of all graduate students at the University with respect to social, academic, and political issues.

1. Purpose

1. This policy defines the conditions of membership of the Association in external organizations and the qualifications, appointment, duties, and privileges of agents of the Association on external organizations.

2. Qualifications and Appointment

1. The President shall nominate graduate students at the University to serve as agents of the Association on external organizations.
2. The Council shall appoint graduate students at the University to serve as agents of the Association on external organizations.

3. No Automatic Endorsement

1. The Association’s membership in an external organization shall not constitute automatic endorsement of any resolution, declaration, communiqués, or other statement or decision (collectively “action”) issuing from such organization.
2. No agent of the Association shall assent to any proposed action by an external organization unless such action has been considered and approved by the Council, or in emergency situations by the Council Executive Committee. Any decision by the Council Executive Committee taken on a proposed action of an external organization shall lapse unless it is ratified at the next regularly scheduled meeting of Council. The Council may adopt standing orders that authorize a specific agent or specific agents on an ongoing basis to assent to specific actions and/or specific kinds of actions. Any agent so authorized shall provide regular written reports to the Council detailing any assent given on behalf of the Association. The Council may introduce, amend, revoke, or overrule standing orders at any time.

4. Periodic Review

1. The Association shall, as directed by the Council, study the Association's memberships in external organizations to evaluate whether and to what extent they continue to benefit graduate students at the University. Such studies shall be conducted at least once every three years.
2. The Association shall study its membership in external organizations at the direction of the Council Executive Committee, and shall report its findings and any recommendations to the Council.

5. List of External Organizations

1. The Association shall maintain a list of external organizations of which the Association is a member. The Council and the Board of Directors, through joint resolutions, shall determine the contents of this list.

6. List of Agents and Authorizations

1. The Association shall maintain a list of graduate students at the University appointed to serve as agents of the Association on external organizations and a list of any authorizations given to those agents.

7. Entry and Exit

1. The GSA Board of Directors and the GSA Council shall have joint and sole authority over decisions on whether to enter into or exit from membership in external organizations, and the Association shall not enter into membership agreements with any external organizations that conflict with this stipulation.

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Policy 19 – The Vice-President of the GSA

Established: March 1, 2017 (B), March 15, 2017 (C)

Last updated: March 1, 2017 (B), March 15, 2017 (C)

Class: B/C

1. General

The Vice-President of the GSA supports the President in all matters internal and external.

2. Qualifications, Duties and Responsibilities

The Vice-President shall be a graduate student at the University of Waterloo with a proven record of leadership and administrative experience.

The scope of the Vice-President's responsibilities will be defined by the President.

3. Term of Office

- C. The term of office of the Vice-President of the Association is normally one year, renewable for one year to a maximum of two years.
- D. If the Vice-President's Office becomes vacant through death, resignation, or other causes, it is the President's responsibility to appoint an interim Vice-President and initiate process of filling the vacancy as prescribed in Section 4. The term of office of the interim Vice-President should be of sufficient length for the nominating committee to complete its task and, normally, should not exceed four months.

4. Appointment and Reappointment Procedures

A. Appointment of a Nominating Committee

When nominations for the Vice-President of the Association are required, as through notice of resignation, death or the approaching end of a term, a nominating committee shall be formed by the President. The nominating committee shall normally be formed no earlier than four months and no later than one full calendar month prior to the end of the term of office of the incumbent.

The nominating committee shall consist of:

- The incoming President or the incoming President's delegate, who shall chair the committee.
- The Chair of the Board.
- The Chair of the Council.
- One staff member, elected by and from the regular ongoing staff of the Association.

A reasonable gender balance should be maintained on nominating committees, whenever feasible.

Membership on the nominating committee shall be conditional on each person agreeing to maintain in confidence the information discussed by the committee, except on points where the committee subsequently agrees otherwise, and to exercise authority and responsibility as an individual in order that decisions may be taken at the time and place of committee meetings.

If any member of the nominating committee becomes, or seeks to become, a candidate for the Office of Vice-President, the member shall resign from the committee.

In the event of a perceived conflict of interest that could compromise or be seen to compromise the member's judgment of the candidates, he/she shall disclose the nature of that conflict to the committee in sufficient detail to enable the committee to determine whether the member must resign from the committee.

If the association of any member of the nominating committee with the Association is terminated or in any way significantly altered, or if for any reason, including resignation, any member is unable to carry out responsibilities on the committee, the nominating committee will request the appointment of a replacement member, unless the committee has reached a stage in its deliberations where it deems such a replacement inadvisable.

B. Terms of Reference

It is understood that the nominating committee shall be responsible for soliciting the views of those affected, including members of the Board of Directors, members of the Council, staff members, students and alumni.

1. Reappointment at the End of a First Term

The first charge to the nominating committee will be to solicit, with the prior knowledge of the incumbent and by whatever means it may decide, the opinion of the graduate student community as a whole with respect to the reappointment of the incumbent. If the incumbent is found to be generally acceptable, the committee shall then determine the incumbent's willingness to accept reappointment. If the incumbent indicates willingness to accept, the committee shall recommend reappointment to the Council and the Board of Directors without considering other candidates.

2. New Appointments

If the incumbent is not to be recommended for reappointment at the end of a first term, or if the incumbent is nearing the end of a second term, or if the incumbent has died, resigned or been removed, then the following procedure shall be followed: the committee will invite or arrange for nominations, by whatever means it considers appropriate, from graduate students at the University of Waterloo; and it will establish criteria against which nominations and applications may be measured.

The committee will consider all names placed before it and will develop a short list of candidates as its first step in proceeding towards a recommendation. These candidates will be invited to meet with the committee and/or with such other persons and/or groups as it may determine. It will then rank the candidates on the short list and will present to the Council and, if approved, then to the Board of Directors the name of one candidate for appointment as Vice-President. If the candidate is not accepted by either the Council or the Board, successive names, in the order of ranking from the short list, will be proposed one at a time until a name is accepted. That person will then be offered the position of Vice-President by the Chair of the Board.

All such discussions, in the committee and in the Council and Board of Directors, will be carried out in confidence.

5. Removal of the Office Holder Before Expiration of Term

A. General Principles

The Vice-President of the Association may only be removed from office for cause. Cause is to be understood in relation to the duties of the Vice-President as indicated by all relevant Association policies. Causes for removal include negligence, incompetence, unprofessional conduct, and inability to maintain the confidence of the graduate student community.

B. Reconciliation

In cases where the President becomes aware of problems, for example through a petition of graduate students or regular ongoing staff of the Association, the President will seek to mediate the situation as quickly as possible.

C. Formal Inquiry

If reconciliation fails or is inappropriate, the President should determine whether there is sufficient evidence to warrant an inquiry into whether there is cause for removal. The Vice-President should be informed in writing of the President's decision and the basis for it, and be given an opportunity to respond. The President will then bring the evidence, together with the Vice-President's response, before a joint meeting of the Executive Committees of the Board of Directors and of the Council. If they believe that formal proceedings are necessary, they shall set up a formal inquiry. At the same time, the President may choose to suspend the Vice-President without prejudice, financial or otherwise, for the period of the inquiry, if this is warranted by the general interests of the Association and of the individuals involved, and is compatible with principles of natural justice. The details of the inquiry shall be decided by the Executive Committee of the Board of Directors in consultation with the Executive Committee of the Council. However, in all its proceedings the hearing committee shall be guided by principles of natural justice. In particular, it shall make sure that the Vice-President has full knowledge of every charge, and has every opportunity to respond to these charges. On completion of its work, the hearing committee shall report to the President with a recommendation, supported

by reasons, that the Vice-President either (1) continue in office (or be reinstated if temporary suspension has occurred) or (2) be removed for cause. The President shall then report to the Board of Directors, which will take appropriate action.

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EQUALS

Excellence and Quality in Academic Life in STEM

MAY 11/12 | 2017

UNIVERSITY OF WATERLOO | WATERLOO,
ONTARIO, CANADA

The University of Waterloo is hosting the Excellence and Quality of Academic Life in STEM (EQUALS) conference this May 11/12, 2017.

EQUALS is a venue for graduate students, postdoctoral researchers, and young scholars considering an academic career in a Science, Technology, Engineering and Mathematics (STEM) field. The purpose of this conference is to explore the spectrum of pathways of academic success in STEM with an explicit focus on gender equity and its intersections with other identity markers.

Participation is open to all genders and non-binary individuals, however, sessions will primarily focus on issues related to the under-representation of women-identifying aspiring scholars in the STEM fields, the associated challenges in academia, and identification of potential practical solutions and career advice for women. Everyone interested in these issues is welcome to attend. This will be a safe space for open discussion of identity-based challenges faced by those interested pursuing a career in academia in STEM fields.

Note: this is a excerpt from the poster. The graphics are missing/

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