
Council Meeting Minutes

November 18th, 2019 4:45-6:00 pm

402 Brodie

1) Call to Order:4:46pm

2) Approval of minutes (October council meeting)

1st: Sanjana

2nd: Jasmine

Carried

3) Approval of agenda

1st: Roma

2nd: Evan (PA)

Carried

4) Business arising from minutes

NONE

5) New business

AGM:

Mahder: AGM is an annual event where we will basically tell HSGSA students what we have been up to and what we have done for the year. If councilors have any ideas or opinions, they can let Mahder know. It will be on Feb 5th 2020. Encourage your department students to come, there will be food for this event.

6) Exec reports

VPI: office hours, pretty busy month. Working on an appeal case for voluntary withdrawal from PhD program. Roma is going to go to a training session for this. Attended another meeting for approval of future budget for HSGSA. Attended the faculty council meeting at Fort Garry. Attended UMGSA finance meeting- Halloween party was fun and we watched a scary movie.

VPA: pretty hectic month, mainly busy with DL preparations and arrangements for social night arrangements. Attended office hours and BSAC committee meetings.

VPME: planned the Halloween party and will be planning xmas party soon, attended the UMGSA meeting, office hours.

VPE: office hours, lots of meetings, took over for Dana at VPSB, attended support meeting and talked about Winnipeg transit, attending the town hall next month.

President: office hours, UMGSA bylaws meeting. Was part of the VPA selection committee and a new VPA for UMGSA was selected (Tanjit Nagra). Attended the Halloween social which was very fun.

7) Committee Reports

Bylaws committee: dana is not here (maternal leave) but we will cover for her.

Finance committee: met, went over budget

IDRC: Met, formed IDRSC

8) Departmental reports

Biochemistry and medical genetics: having undergrad students in department to do a rotation type of thing with the help of faculties and staff.

Med micro: research seminars, we recently started a game club for students that happens once a month.

Pathology: not so much, doing research collaborations with pathologists.

Physiology: Not so much. We are planning xmas party in the department.

Community health sciences: we had an interview for headship candidate, having a social event, busy with exams.

OT: not much, OT month which was finished, we made 4,900 dollars from OT bake sale, we have OT and PT and respiratory doing composte for the department which happens once a month.

HACS: student seminars, xmas party planning.

Pharmacy: graduate studies reception in beginning of December.

Pharmacology: Haloween party, xmas event, one of our students went to chacago.

Immounology: planning xmas party soon, planning an event for networking.

Julia (senator): Sustainability updates are on the umgsa website, coordinated the sustainability with authorities for departments along with the compost project. Attended FGS meeting. Another update is that Dr. Cook appointed for VP indigenous in UofM. People can refer to the uofm website for Dr. Cook ideas on indigenous people.

Sustainability update: there will be a conference on May 28th 2020. Manitoba is hosting it this year. They are looking for landfill to take gas and convert it into energy to power the UofM. UMSO and UMFA and UMGSA are going to meet and lobby the city for this. The biggest issue is energy in the fort garry campus so this could be a more reliable plan.

Students can email me if they have any questions about sustainability plan.

9) Other business

December 13th – Christmas social (laser tag) – we will send out email

10) Adjournment: 5:14pm

Next Council Meeting: **January 20th, 2020 4:45PM 402 Brodie**

Executive Report
Sanjana Syeda, HSGSA - VP Marketing and Events
November Report

From: Sanjana Syeda, HSGSA Vice-President Marketing and Events
To: Health Sciences Graduate Students of the University of Manitoba
Re: November 1st, 2019 – November 30th, 2019

Executive Summary of Work:

- **Started planning winter formal and holiday social**

Executive Summary of Hours:

Date	Activity	Hours
6-Nov-2019	Office Hour	1
12-Nov-2019	HSGSA Exec Meeting	1
13-Nov-2019	Office Hour	1
18-Nov-2019	HSGSA Council Meeting	1
20-Nov-2019	Office Hour	1
20-Nov-2019	Distinguished Lecturer Social	3.5
21-Nov-2019	Distinguished Lecture	1.5
25-Nov-2019	HSGSA Exec Meeting	1
27-Nov-2019	Office Hour	1
28-Nov-2019	UMGSA Events Committee Meeting	1.5
	Email correspondence, room booking, marketing, etc.	5
	Total Hours	18.5

Committees, Meetings, and Business Matter:

Time spent in meetings: 4

Meetings Cancelled: 0

Meetings Missed: 0

Office Hours: Wednesday 3-4pm

Time spent in Office: 4

Total hours spent on HSGSA for August: 18.5

Executive Report
Sanjana Syeda, HSGSA - VP Marketing and Events
December Report

From: Sanjana Syeda, HSGSA Vice-President Marketing and Events
To: Health Sciences Graduate Students of the University of Manitoba
Re: December 1st, 2019 – December 31st, 2019

Executive Summary of Work:

- Laser tag and Holiday Social: We organized Laser tag at U-Puttz followed by Social and Christmas movie night at HSGSA lounge
- Winter Formal:
 - o Started Marketing and selling tickets with Winter formal
 - o Ordered food for formal
 - o Obtain UMSAFE certification and completed paperwork for occasional permit

Executive Summary of Hours:

Date	Activity	Hours
4-Dec-2019	HSGSA Office Hour	1
6-Dec-2019	Meeting with Catering Services	1
9-Dec-2019	HSGSA Exec Meeting	1
9-Dec-2019	Winter Formal Meeting with President	2
11-Dec-2019	HSGSA Office Hour	1
11-Dec-2019	Winter Social Preparation	2
12-Dec-2019	Winter Social decoration	0.5
12-Dec-2019	Laser Tag & Holiday Social	5
18-Dec-2019	HSGSA Office Hour	1
	UMSAFE Certification	3
	Email correspondence, marketing, newsletters, other winter formal work, etc.	6
	Total Hours	23.5

Committees, Meetings, and Business Matter:

Time spent in meetings: 6
Meetings Cancelled: 0
Meetings Missed: 0
Office Hours: Wednesday 3-4pm

Time spent in Office: 3
Total hours spent on HSGSA for December: 23.5

Executive Report

Romaniya Zayats, HSGSA – VP Internal

November Report

From: Romaniya Zayats, VPI

To: Health Science Graduate Students of the University of Manitoba

Re: November 1 2019 – November 30 2019

Executive Summary of Work:

- UMGSA Finance Committee Meeting: approval of conference and special project grants; conference grant budget has been exceeded
- HSGSA finance committee meeting planning and organization
- Regular duties - Executive meetings, council meetings, committee meetings, office hours

Executive Summary of Hours:

2019-11-06	Office hours	1
2019-11-13	Office Hours	1
2019-11-20	Office hours	1
2019-11-27	Office hours	1
2019-11-04	Finance Committee Meeting	1
2019-11-12	HSGSA Exec Meeting	1
2019-11-18	Council Meeting	1
2019-11-25	HSGSA Council Meeting	1
2019-11-20	Distinguished Lecturer social and lecture	4
2019-11-07	UMGSA Finance Meeting	1
Other	Reorganizing and tracking budget, emails	4
Monthly Total		17

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Time spent in meetings: 5 hrs

Meetings Cancelled:

Meetings Missed:

Office Hours: Wednesdays (11-12)

Time spent in the office: 4 hrs

Total Hours Spent on HSGSA for December: 17 hours

Executive Report

Romaniya Zayats, HSGSA – VP Internal

December Report

From: Romaniya Zayats, VPI

To: Health Science Graduate Students of the University of Manitoba

Re: December 1 2019 – December 30 2019

Executive Summary of Work:

- UMGSA Finance Committee Meeting: approval of conference and special project grants;
- Appeal case for the Faculty of Graduate studies meeting
- Regular duties - Executive meetings, council meetings, committee meetings, office hours

Executive Summary of Hours:

2019-12-02	UMGSA AGM	2
2019-12-04	Office Hours	1
2019-12-05	UMGSA Finance meeting	1
2019-12-11	Office hours	1
2019-12-10	Appeal Committee Case Hearing	5
2019-12-09	HSGSA Exec Meeting	1
2019-12-12	Christmas Party	1
Other	Reorganizing and tracking budget, emails	4
Monthly Total		16

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Time spent in meetings: 4 hrs

Meetings Cancelled:

Meetings Missed:

Office Hours: Wednesdays (11-12)

Time spent in the office: 2 hrs

Total Hours Spent on HSGSA for December: 16 hours

Executive Report

Jasmine Frost, HSGSA – VP External

November Report

From: Jasmine Frost, VP External

To: Health Science Graduate Students of the University of Manitoba

Re: November 1st- November 30th 2019

Executive Summary of Work:

- Regular duties - Executive meetings, office hours
- Follow up on Industry fair planning
- Planning Town Hall

Executive Summary of Hours:

2019-11-4	Office Hours	1
2019-11-4	Finance Meeting	1
2019-11-12	Office Hours	1
2019-11-12	Exec Meeting	1
2019-11-12	Services and Support Meeting	1.5
2019-11-18	Office hours	1
2019-11-18	Council meeting	1
2019-11-25	Office Hours	1
2019-11-25	Exec Meeting	1
2019-11-25	Industry Fair Meeting	1
Other	Emails/ Town Hall planning	6
Monthly Total		16.5

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Time spent in meetings: 6.5

Meetings Cancelled: 0

Meetings Missed: 0

Office Hours: Monday 8:30am-9:30am

Time spent in the office: 4 hrs

Total Hours Spent on HSGSA for November: 16.5 hours

Executive Report

Jasmine Frost, HSGSA – VP External

December Report

From: Jasmine Frost, VP External

To: Health Science Graduate Students of the University of Manitoba

Re: December 1st- December 31st 2019

Executive Summary of Work:

- Regular duties - Executive meetings, office hours
- Follow up on Industry fair planning
- Planning Town Hall

Executive Summary of Hours:

2019-12-02	Office Hours	1
2019-12-02	AGM	2
2019-12-09	Office Hours	1
2019-12-12	HSGSA winter event	4
2019-12-16	Office Hours	1
Other	Emails/ Town Hall planning	7
Monthly Total		16

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Time spent in meetings: 2

Meetings Cancelled: 0

Meetings Missed: 0

Office Hours: Monday 8:30am-9:30am

Time spent in the office: 3 hrs

Total Hours Spent on HSGSA for December: 16 hours

Executive Report

Javad Alizadeh, HSGSA VP Academic

November 2019 Report

From: Javad Alizadeh, VP Academic

To: HS Graduate Students of the University of Manitoba

Date: Council Meeting

Re: November 1 2019– November 30 2019

Executive Summary of Work:

- Distinguished lectureship event (Dr. Tak Wah Mak, University of Toronto, Princess Margaret Cancer Institute)
- Regular duties (Biosafety meeting- BSAC, office hours, council and executive)

Executive Summary of Hours:

2019-11-04	Office Hours	1
2019-11-11	Office Hours	1
2019-11-11	HSGSA Exec Meeting	1.5
2019-11-18	Office Hours	1
2019-11-18	HSGSA Council Meeting	1
2019-11-20	Distinguished lectureship event	5
2019-11-21	BSAC committee	2
2019-11-21	Distinguished lectureship event	9
2019-11-25	Office Hours	1
Monthly Total		22.5

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

November 11, 2019	HSGSA Executive Meeting	1.5 hours
November 21, 2019	BSAC	2 hours
November 18, 2019	HSGSA Council Meeting	1 hours

Time spent in meetings: 4.5 hours

Meetings Cancelled: 0

Meetings Missed:

Office Hours:

Monday: 10:30 - 11:30

Time spent in the office/lounge: 4 hours

Total Hours Spent on HSGSA: 22.5 hours

Executive Report

Javad Alizadeh, HSGSA VP Academic

November 2019 Report

From: Javad Alizadeh, VP Academic

To: HS Graduate Students of the University of Manitoba

Date: Council Meeting

Re: December 1 2019– December 30 2019

Executive Summary of Work:

- Regular duties (Biosafety meeting- BSAC, office hours, council and executive)

Executive Summary of Hours:

2019-12-02	AGM Meeting	1
2019-12-02	Office hours	1
2019-12-09	Exec meeting	1
2019-12-09	Office hours	1
2019-12-12	BSAC Meeting	2
2019-12-12	Laser tag event	2
2019-12-16	HSGSA Council Meeting	1.5
2019-11-16	Office hours	1
2019-12-23	Office hours	1
Monthly Total		11.5

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

November 11, 2019	HSGSA Executive Meeting	1 hours
November 21, 2019	BSAC	2 hours
November 18, 2019	HSGSA Council Meeting	1.5 hours

Time spent in meetings: 4.5 hours

Meetings Cancelled: 0

Meetings Missed:

Office Hours:

Monday: 10:30 - 11:30

Time spent in the office/lounge: 4 hours

Total Hours Spent on HSGSA: 11.5 hours

Executive Report

From: Mahder Teffera, HSGSA President, UMGSA VP-HSGSA

To: HSGSA and UMGSA Members

Re: November 1st-November 30th

Executive Summary of Work:

HSGSA Executive Meetings: We met regularly to work on planning HSGSA events (Distinguished lectureship, HSGSA town hall, December social, AGM)

Meetings Attended:

November 1st, 2019	IDRC meeting	0.5Hour
November 4th, 2019	HSGSA Finance Committee Meeting	1 Hour
November 5th, 2019	UMGSA Executive Committee Meeting	1.5 Hour
November 5th, 2019	UMGSA Bylaws and Policy Meeting	2 Hour
November 12th, 2019	HSGSA Executive Meeting	1 Hour
November 18th, 2019	HSGSA Council Meeting	0.5 Hour
November 19th, 2019	UMGSA executive Meeting	1 Hour
November 25th, 2019	HSGSA Executive Meeting	1 Hour
November 27th, 2019	UMGSA Council Meeting	1 Hour

Meetings Missed: None

Time Spent in Meetings in September: 9.5 Hours

Office Hours

Thursdays (November 7th, 14th, 21st, 28th) 9:30-11:30AM

Time Spent in Office Hours in September: 8 Hours

Working Events attended

November 20th, 2019	Distinguished Lecturer social	3.5 Hour
November 21st, 2019	Distinguished Lecture	1.5 Hour

Approximate Time Spent on Other Activities: 5 Hours

Preparing docs for HSGSA council, executive, committee meetings 5 Hours

Other email correspondence + Housekeeping 7 Hours

Total Hours Spent on HSGSA/UMGSA in September: 34.5 Hours

Executive Report

From: Mahder Teffera, HSGSA President, UMGSA VP-HSGSA
To: HSGSA and UMGSA Members
Re: December 1st- December 31st

Executive Summary of Work:

HSGSA Christmas Social: We planned a Laser tag outing followed by a Christmas movie at the HSGSA lounge with food and drinks.

HSGSA VP St. B resigned: Put out a call for interested HSGSA students

Winter orientation cancelled: in correspondence with FGS, decided to cancel the winter FGS orientation due to low number of students who signed up (there is precedent)

Meetings Attended:

December 2nd, 2019	UMGSA AGM	2 Hour
December 3rd, 2019	UMGSA Executive Meeting	1 Hour
December 6th, 2019	Meeting with Bannatyne Catering and VPME	1 Hour
December 9th, 2019	HSGSA Executive Meeting	1 Hour
December 9th, 2019	Meeting with VPME	2 Hour

Meetings Missed: 1 (UMGSA Executive meeting on December 17th - outside of the country)

Time Spent in Meetings in September: 7 Hours

Office Hours

Thursdays (5th, 12th) 9:30-11:30AM

Time Spent in Office Hours in September: 4 Hours

Office Hours Missed: 4 hours

Working Events attended

December 12th, 2019 HSGSA Christmas Social 4.5 Hours

Approximate Time Spent on Other Activities: 4.5 Hours

Christmas Social Prep (decorating)	1 Hour
Preparing for Winter formal (tickets, posters, budget, etc..)	3 Hours
Preparing docs for meetings	2Hours
Other email correspondence + Housekeeping	8 Hours

Total Hours Spent on HSGSA/UMGSA in September: 29.5