

Council Meeting Agenda Jan 28th, 2022 5 pm Zoom

- 1) Call to Order: 5.01 pm
- 2) Approval of minutes (Nov 26th, 2021)-Mahamadul and Kayla
- 3) Approval of agenda: Sanjana and Audrey
- 4) Business arising from minutes: None
- 5) New business
 - a.) **IDRC Review 1.0:** Kayla gave the overview for the HSGSA IDRC review 1 for the year 2021-22. The review was done taking everyone's feedback, number of hours spent on HSGSA related activities and punctuality. Overall, the HSGSA team performed well over the period of May-Dec 2021 and made good progress. The team members did justice to their respective roles. The social media, raising funds, social activities, MHRE, workshops etc activities were acknowledged highly.
 - b.) **HSGSA By-laws changes**
MOTION: BIRT the HSGSA Council approves the proposed changes in the HSGSA By-laws and Policy Manuals to be presented at AGM 2021-22
approved by By-laws and Policy Committee-
Moved by Mahamudul and Katherine. Approved by all the council members.
 - c.) **HSGSA Elections CRO 2022**
MOTION: BIRT the HSGSA Council approves the appointment of as CRO-HSGSA Elections 2022-23.
None selected. Email will be sent out to all HSGSA students to volunteer for the CRO position.

d.) HSGSA Gala: Council suggested canceling the HSGSA gala amid the Omicron spread and proposed to create Covid-19 relief fund which will also be appreciable by the students as well in this pandemic situation.

**COVID-19 Pandemic Relief Fund 2022 Ad-Hoc Committee:
Katrina, Nolan, Mahamadul**

6) Exec reports

- President: UMGSA executive member | UMGSA annual general meeting | IDRC review| By-laws| MHRE meeting| Finance meeting| GNSA
- VPE: MHRE Training Workshop | MHRE Final Schedule | Student Experience Committee | Support & Service Committee | HSGSA Exec | By-Laws meeting
- VPA: sent regrets
- VPI: sent regrets
- VPME: HSGSA executive meeting | By-laws meeting | Troubleshooting thursday | UMGSA events committee meeting | HSGSA social media handling | AGM poster and registration handling| HSGSA council meeting
- VP St. Boniface: By-laws amendments | Troubleshooting thursday | HSGSA executive meeting
- Senator: Attended 3 meetings in Nov, Dec and Jan | UofM campus activity is going to be changed to rapid test screening | Revised academic schedule

7) Departmental reports

Alekhya : Games night | planning for virtual event

Katrina: Attend habitation seminar | social activities are not great amid covid

Katherine: 2 PhDs defended | 2 masters students transferred to PhD | Planning for coding workshop underway

Kayla : Social event happened but not anyone joined due to Omicron | Planning to do a substitute to UMGSA holiday hamper for students

Mahamadul : Received department grant | worked on IDRC review

Nolan : 2 Phds defended their thesis | planning department virtual get together | meeting with Dr. Katini about international student representative

Sarah: Official PA Day | Fundraiser in the community | Fundraiser money for the program | gift cards for students | Awareness of profession | paint night virtual planning

8) Other business: None

9) Adjournment: 6.10pm

Next Council Meeting: **February 25th, 2022 5pm**
Annual General Meeting : Feb 11th, 2022 4pm

President

From: Akshi Malik (HSGSA President, UMGSA VP-HSC)
To: HSGSA and UMGSA Members
Re: December 1st – December 31st

Executive Summary of Work:

- Chaired HSGSA Exec meetings
- Attended UMGSA Exec Meeting
- Presented HSGSA Report in UMGSA AGM 2021-22
- Started working on HSGSA Gala event
- Interviewed MHRE Applicants

Executive Summary of Hours:

12-01-21	HSGSA By-laws Committee Meeting	1.5hr
12-03-21	HSGSA IDRC Meeting	0.5hr
12-04-21	MHRE Interviews	1hr
12-07-21	MHRE Interviews	0.5hr
12-08-21	MHRE Interviews	0.5hr
12-08-21	UMGSA AGM 2021-22	2hr
12-10-21	HSGSA Exec Meeting	1.5hr
12-10-21	Meeting with GNSA Rep	1hr
12-10-21	Meeting with President Michael	1hr
12-14-21	UMGSA Exec Meeting	1.5hr
12-15-21	HSGSA Finance Committee Meeting	0.5hr
12-16-21	Meeting with Mark (Fort Garry Hotel)	0.5hr
12-16-21	HSGSA Exec Meeting	1.5hr
12-17-21	MHRE Meeting	1hr
	HSGSA Gala planning	5hr
	Email correspondence and house keeping	20 hr
	Monthly Total	40hrs

Time spent in meetings in December: 15 hours

Meetings missed: none

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Total hours spent on HSGSA for December: 40 hours

VP Marketing and Events

Re: December 1st, 2021 –December 31st, 2021

Executive Summary of Work: Interviewed MHRE Applicants | Troubleshooting Thursday meeting| UMGSA events committee| HSGSA gala photobooth and decoration vendor finalized| HSGSA finance meeting| HSGSA executive meeting| MHRE meeting|

Date (MM/DD/YEAR)	Meetings	Time (in hours)
12-10-2021	HSGSA Exec Meeting	2
12-15-2021	HSGSA finance meeting	1
12-04-2021	Interviewed MHRE Applicants	2
12-01-2021	HSGSA by-laws committee meeting	2
12-08-2021	Interviewed MHRE Applicants	1
12-02-2021	Troubleshooting Thursday	1
12-16-2021	HSGSA Exec Meeting	2
12-16-2021	Troubleshooting Thursday	1
HSGSA social media activities-HSGSA gala vendor finalized for photo booth and decoration, student emailing etc		10
Other HSGSA related activities		2
Monthly total		24

Meetings Missed:0

Office Hours: 0 (canceled due to COVID-19)

Total Hours Spent on HSGSA meetings/other activities: 24 hours

VP INTERNAL

From: Marina Fujishima (HSGSA VP internal)
 To: HSGSA members
 Re: December 1st – December 31st

Executive Summary of Work:

- Chaired HSGSA Finance meeting
- Worked on Masterplan for HSGSA Gala event
- Interviewed MHRE Applicants

Executive Summary of Hours:

12-01-21	HSGSA By-laws Committee Meeting	1.5hr
12-04-21	MHRE Interviews	1hr
12-07-21	MHRE Interviews	0.5hr
12-10-21	HSGSA Exec Meeting	1.5hr
12-10-21	UMGSA Finance Meeting	1hr
12-15-21	Chair HSGSA Finance Committee Meeting	1hr
12-16-21	Meeting with Mark (Fort Garry Hotel)	0.5hr
12-16-21	HSGSA Exec Meeting	1.5hr
HSGSA Gala Masterplan		15hr
Email correspondence and housekeeping (financial reports, picking up new BMO card, compiling all receipts and reimbursement forms)		15 hr
Monthly Total		38.5hrs

Time spent in meetings in December: 15 hours

Meetings missed: none

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Total hours spent on HSGSA for December: 38.5 hours

VP EXTERNAL

Executive Summary of Work: MHRE Interviews | MHRE Interview Evaluation | UMGSA Support Service Meeting | HSGSA Exec Meeting

Executive Summary of Hours:

Date	Meeting	Hours
2021.12.03	MHRE Interview	4.0
2021.12.04	MHRE Interview	8.0
2021.12.06	MHRE Interview	3.0
2021.12.07	MHRE Interview	3.0
2021.12.08	MHRE Interview	3.0
2021.12.10	HSGSA Exec Meeting	2.0
2021.12.14	UMGSA Support & Services Meeting	2.0
2021.12.16	HSGSA Exec Meeting	1.5
2021.12.17	MHRE Final Results Meeting	1.0
Activities		Hours
MHRE Emails/Evaluation Preparations		10.0
General Emails/Administration		1.0

Meetings Missed:

Date	Meeting Missed	Reason for Missing
2021.12.01	HSGSA By-Laws	Laboratory

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Total Hours Spent on the HSGSA in December, 2021: 38.5 Hours

VP ACADEMIC

From: Javad Alizadeh, VP Academic

To: HS Graduate Students of the University of Manitoba

Date: Council Meeting

Re: December 1, 2021 – December 31, 2021

Executive Summary of Work:

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

Executive Summary of Hours:

2021-12-02	Preparations for and organizing Troubleshooting Thursdays	4hrs
2021-12-04	MHRE Review Meeting	2hrs
2021-12-10	Executive Committee	2hrs
2021-12-16	Preparations for and organizing Troubleshooting Thursdays	4hrs
Monthly Total		12hrs

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

Exec Meeting 2 hours

MHRE Review Meeting 2 hours

Time spent in meetings: 12 hours

Meetings Cancelled: 0

Meetings Missed: 0

Office Hours: 0 (cancelled due to COVID-19 and school shutdown)

Monday: 10:30 - 11:30

Time spent in the office/lounge: 0 hours

Total Hours Spent on HSGSA: 12 hours

VP St. Boniface

From: Rebeca de Oliveira Camargo, VP St. Boniface

To: HS Graduate Students of the University of Manitoba

Re: December 1st, 2021 – December 31st, 2021

Executive Summary of Hours:

2021-12-01	Chaired HSGSA By-Laws Committee Meeting	2h
2021-12-02	UMGSA By-Laws Committee Meeting	Canceled
2021-12-06	MHRE Interviews	2h
2021-12-11	HSGSA Exec Meeting	1.5h
2021-12-16	HSGSA Exec Meeting	1.5h
2021-12-17	MHRE Meeting	1h
Approximate time spent on other HSGSA-related activities		20hrs
Monthly Total		28h

Time spent in meetings: 8 hours.

Meetings Cancelled:1

Meetings Missed:0

Office Hours: 0 (cancelled due to COVID-19)

Total Hours Spent on HSGSA: 28 hours

Senate Report

Meeting Dates: November 3, December 10, 2021 and January 12, 2022

Link of Agenda:

November 3, 2021

https://umanitoba.ca/governance/sites/governance/files/2021-10/2021_11_03_Senate_agenda_reduced.pdf

December 10, 2021

https://umanitoba.ca/governance/sites/governance/files/2021-12/2021_12_10_senate_special-meeting_agenda.pdf

January 12, 2022

https://umanitoba.ca/governance/sites/governance/files/2021-12/2022_01_12_senate-agenda.pdf

Please note that this report contains only relevant items discussed in Senate related to graduate studies and graduate students.

Report Includes:

1. President Report
2. Revised Academic schedule

1. PRESIDENT REPORT

- The Presidential Advisory Committee for the Search for a Vice-President (Research and International) has begun its work and is seeking feedback from members of the University of Manitoba community to inform the search.
- on August 19, it was announced that COVID-19 vaccines will be required for everyone on campus starting in late fall of 2021 and that this protocol would be in place for the balance of the 2021-22 academic year. All UM staff and students were required to submit proof of their COVID-19 vaccine by November 14, even if working or studying remotely. At this time, anyone who has not uploaded this proof must participate in the UM's rapid testing program and have a negative COVID-19 testing result before participating in on-campus activities. UM is monitoring to ensure that employees and students have either submitted proof of vaccination or are attending the UM's rapid testing site.
- On the weekend of November 21, 2021, the mediator working with the University of Manitoba and UMFA on negotiating a new collective agreement recommended the parties move to binding arbitration. The University accepted the recommendation as the best path forward to end the strike, get students back to classes and reach a fair collective agreement. The university and UMFA have used binding arbitration in the past to reach collective bargaining agreements.

2. Revised Academic Schedule

For Fall 2021 term

1. *Modification to the end of fall term classes:* The last instructional day of fall term, December 10th, 2021, remains unchanged for continuing classes. The last instructional day for fall term for interrupted classes will be January 19th, 2022. There will be no classes held during the University closure that is scheduled for December 24th, 2021, through January 4th, 2022. Classes will resume on January 5th, 2022 and will conclude on January 19th, 2022. The number of instructional days for the fall term will remain at 61 days. The number of instructional contact hours for interrupted classes will be:

- Monday/Wednesday/Friday - 37 hours (original schedule, 37 hours)
- Tuesday/Thursday – 36 teaching hours (original schedule, 36 hours)

- Monday/Wednesday – 37.5 hours (original schedule, 36 hours)

2. *Creation of an alternate examination period:* The original exam period, December 11th- 23rd, 2021, will continue as is for continuing courses that are not disrupted by the strike. The dates of the alternate exam period will be January 20th – 23rd, 2022. All courses interrupted by the strike will have their exams re-scheduled to occur during this alternate period.

3. *Voluntary withdrawal date:* As previously approved by the Provost, the Fall 2021 Term voluntary withdrawal date will remain at December 10th, 2021 for continuing courses and December 21st, 2021 for courses interrupted by the strike. Students will have to request voluntary withdrawals for interrupted classes through their faculty office.

4. *Final grade appeal deadline:* The final grade appeal deadline will be moved from January 25th, 2022, to February 11th, 2022, for all classes, continuing and interrupted.

For Winter 2022 term

1. *Modification to the start and end dates for winter term classes:* The first instructional day for winter term 2022 classes will be moved from January 17th, 2022, to January 24th, 2022. The last instructional day will be moved from April 18th, 2022, to April 25th, 2022. The number of instructional days for the winter term will remain at 60 days. The number of instructional contact hours for the winter term remain unchanged:

- Monday/Wednesday/Friday - 36 hours
- Tuesday/Thursday – 36 teaching hours
- Monday/Wednesday – 37.5 hours

2. *Modifications to registration period and revision period deadlines:*

- Regular registration period (Winter and Winter/Summer spanning classes): The end date for this period will be moved from January 17th, 2022, to January 24th, 2022.

- Registration revision period (Winter term classes): This period will move from January 17th – 31st, 2022 to January 24th, 2022 - February 7th, 2022.

- Registration revision period (Winter/Summer term spanning classes): This period will move from November 24th, 2021 – January 31st, 2022, to November 24th, 2021 – February 7th, 2022.

- Last date to drop without penalty (Fall/Winter classes Part B, Winter classes, Winter/Summer spanning classes): This deadline will move from January 28th, 2022, to February 4th, 2022.

• Last date to register (Winter and Winter/Summer spanning classes): This deadline will move from January 31st, 2022, to February 7th, 2022.

3. *Voluntary withdrawal date:* The Provost will move the voluntary withdrawal date for the winter term from March 30th, 2022, to the last day of classes which is April 25th, 2022, and from January 28th, 2022, to February 4th, 2022, for fall/winter term spanning courses.

4. *Dates for students graduating in February 2022:* The graduation date for students graduating in February will move from February 2nd, 2022 to February 16th, 2022. The Faculty of Graduate Studies submission deadline will move from January 6th, 2022 to January 20th, 2022. A second graduation date of March 9th, 2022 will be introduced. The Faculty of Graduate Studies submission deadline for this second graduation date will be February 10th, 2022.

5. Winter term examination period: The examination period will move from April 21st - May 1st, 2022, to April 26th – May 3rd, 2022. Each day will consist of four sessions per day and the maximum duration of each session will be two hours.