
Council Meeting Agenda April 29th, 2022 5pm Zoom Meeting

- 1) Call to Order: 5:03PM,
- 2) Approval of minutes (Mar 25th, 2022): Sara/Morgan
- 3) Approval of agenda: Sanjana/Shayan
- 4) Business arising from minutes: NO
- 5) New business
 - A. IDRC Review 2.0
At the end of march all the review forms were sent to all execs, and the committee went through all the forms as well as meetings' minutes; Average of scores for each exec was measured and there's no serious concern that came up, everyone had positive feedback.
 - B. HSGSA Giveaways
Fun activity for students, things were very smooth, 90 percent of the gift cards already picked up by students, the rest will be given to students who didn't show up in the HSGSA office,
 - C. HSGSA Execs Annual Reports
The main initiative and activities of the current exec team were written and prepared and updated for 2021-22 term.
 - D. HSGSA Special project Ad-hoc committee
Marina was the chair of this committee. all councilors submitted their receipts and how they used their budget and everything was processed very smoothly.

all the departments got their money.

E. HSGSA Finance report

Marina shared her screen and explained all the expenses with details of each and every expense we have had. A detailed report of this is available in an Excel sheet in the HSGSA google drive.

Marina will send the receipts and reimbursement of everything to all councilors.

MOTION: BIRT HSGSA Council approves to move remaining budget (\$900) for the Forough Khadem Award 2022.

Discussed in the Council meeting and was approved by majority of council members that 900\$ moves to the forough khadem award.

6) Exec reports

- President: attended UMGSA meeting and council meeting-transition with the new president-helping in the giveaway and buying gifts-UMGSA committee meeting-Exec meeting-MMID townhall-Meeting with Dr. Duhamel-finished remaining tasks
- VPE: chaired ed kroeger mentorship award-all reviewers were unanimously selected Dr. Azad as awardee of this award. contacted the applicant and this award will be presented to Dr Azad in the CSHRF. working on the MHRE-ecxec meeting.
- VPA: BSAC meeting-Met with new VPA for transitioning-helped with the HSGSA care package giveaway-distributed gifts to students this week-exec meeting.
- VPI: attended a couple of meetings-worked with UMGSA finance committee-MMID student meetings-helping with the giveaway event-working on the CCR.
- VPME: chair of CSHRF committee- organizing CSHRF events with other execs-HSGSA giveaway event-handling the social media for HSGSA-Transition meeting with new VPME- HSGSA exec meeting
- VP Boniface: coordinating the new exec transition- arrangements for the care package giveaway-attending the committees-RFHS exec meeting was canceled but attending the May meeting-UMGSA meeting.

- UMGSA Senator: no significant announcement by president, all the councilors were notified to see what awards they and their students can apply for.

7) Departmental reports

Alekhya: college of pharmacy-went to Activate and camping with students in the department

Emily:BMG-planned out our Activate event-doing our instagram takeover-starting to plan summer activities

Fola: Immunology-went to Activate- planning summer activities

Katrina: OT - report received

Katherine-MMID-dealing with issues about the NML program and students who work there. we had town hall with associate dean of graduate studies, this has been the main focus in our department

Kayla:bbq party-organized gift card

Mahamadul: IDRC review committee-submitted the financial report to MARINA-we had a social event at the Forks-very fun event.

Nolan: we did the physiology student showcase-got some undergraduate participations as well- purchased gift cards and eating supplies for summer outdoor gathering

Quinn:Rehab- one more event next week-attended the Ed kroeger committee-

Sara: we had our finals-hosted two mock interviews about our program for future students-charged students to pay for it-planning to have more social events for summer-

Shayan: Pharmacology-recruiting a new professor-we went bowling, very fun.- attended the ed kroeger mentorship award committee-

8) Other business

Honorarium for MHRE program lead (Tony Le):

MOTION: BIRT HSGSA Council approves the appointment of Toby Le as MHRE Program lead till the end of the MHRE 2022 term.

The current HSGSA and the coming HSGSA teams met and agreed that Toby still lead the MHRE program till the end of the MHRE program. This was approved by the council on April 29th 2022,

Moved by : katherine/Mahamadul/Morgan/Shayan/Nolan

MHRE Program lead will receive \$500 honorarium for successfully completing the project as well as train the new program lead for 2023.

approved by HSGSA Exec committee (both terms)

All the exec teams from both teams agreed that Toby will have 500\$ honorarium for MHRE execution. Approved by the council.

moved by: Sanjana/Morgan/ Nolan/Sara

9) Adjournment: 5:50pm

Next Council Meeting: **May 27th, 2022 @5pm**

PRESIDENT

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

Executive Summary of Work:

- Chaired HSGSA Exec and council meetings
- Attended UMGSA Exec and council Meeting
- Worked on HSGSA Giveaway ideas
- Worked on transition of new President

Executive Summary of Hours:

03-01-22	UMGSA Exec Committee Meeting	1.5hr
03-01-22	FGS Exec Committee Meeting	1.5hr
03-01-22	HSGSA Exec Committee	1.5hr
03-02-22	UMGSA Council Meeting	1hr
03-03-22	Meeting with Nora	0.5hr
03-10-22	HSGSA DL session	2.5hrs
03-22-22	HSGSA Exec meeting	2hrs
03-22-22	UMGSA Exec meeting	2.5hrs
03-25-22	HSGSA Council meeting	1hr
03-29-22	Meeting with President Bennaroch FGS Dean Vice-provost	1hr
03-30-22	UMGSA Council meeting	1.5hr
03-30-22	FGS Council meeting	2hr
03-31-22	Transition meeting	2hr
	Give away program	3hr
	CSHRF Planning	3hr
	Preparation of transition document	5hr
	Email correspondence and housekeeping	20 hr
	Monthly Total	51.5hrs

Time spent in meetings in March: 20.5hrs

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 March: 51.5 hours

VP INTERNAL

From: Marina Fujishima (VP internal)

To: HSGSA Members

Re: March 1st – March 31st

Executive Summary of Work:

- Attended college of Medicine Council Meeting, UMGSA Finance committee, FGS Appeals committee, wrote all cheques and distributed to councillors for departmental grants, worked on proposal for honorarium increase.

Executive Summary of Hours:

03-08-22	College of Medicine Council	30min
03-01-22	HSGSA Exec Committee	1.5hr
03-10-22	UMGSA Finance Committee	2hr
03-10-22	HSGSA DL session	1.5hrs
03-22-22	HSGSA Exec meeting	2hrs
03-25-22	HSGSA Council meeting	1hr
03-14-22	FGS Appeals Committee Review Case	1hr
03-15-22	FGS Appeals Committee Hearing	2hr
03-30-22	Distributing cheques to councillors	5hr
03-31-22	Honorarium increased proposal	3hr
03-29-22	Meeting with Dr. Jason Leboe-McGowan	1hr
Email correspondence and housekeeping		5 hr
Monthly Total		27hrs

Time spent in meetings in March: 17hrs

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 March: 27hours

VP EXTERNAL

Executive Summary of Work: MHRE Sessions 03 & 04 | Organize Video Navigation Video | Organize the Ed Kroeger award selection process | Applied for funding for MHRE | HSGSA Exec & Council Meetings |

Executive Summary of Hours:

Date	Meeting	Hours
2022.03.01	HSGSA Exec meeting	2.0
2022.03.08	Max Rady College of Medicine Council Meeting	1.0
2022.03.09	UMGSA Election Forum	2.0
2022.03.11	Distinguished Lectureship	1.0
2022.03.11	MHRE Instructor Consultation	1.0
2022.03.15	Research Day Career Fair Meeting	1.0
2022.03.16	MHRE 03 Session	2.0
2022.03.22	HSGSA Exec Meeting	2.0
2022.03.23	MHRE 04 Session	2.0
2022.03.24	Meeting with Video Editor	1.0
2022.03.25	HSGSA Council Meeting	1.0
2022.03.30	UMGSA Council Meeting	0.5
Activities		Hours
Preparation of the Ed Kroeger Award Selection Process		6.0
Email Correspondence		4.0

Meetings Missed: N/A

Office Hours:

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

Time Spent in Official Office Hours in March: 0 Hours

Total Hours Spent on the HSGSA in March 2022: 26.5 Hours

VP MARKETING AND EVENTS

Re: March 1st, 2022 – March 31st, 2022

Executive Summary of Work: HSGSA executive meeting | UMGSA events committee meeting |

HSGSA social media handling | DL lecture | CSHRF Planning |

Date (MM/DD/YEAR)	Meetings	Time (in hours)
03-01-2022	HSGSA Exec Meeting	2
03-10-2022	DL lecture	1
03-22-2022	HSGSA Exec Meeting	1
	CSHRF planning	5
	Giveaway planning	5
	Transition	3
	Email correspondence	5
Monthly total		22

Meetings Missed: 1

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

Total Hours Spent on HSGSA meetings/other activities: 22 hours

VP St. BONIFACE

Rebeca de Oliveira Camargo, HSGSA VP St. Boniface

March 2022 Report

From: Rebeca de Oliveira Camargo, VP St. Boniface

To: HS Graduate Students of the University of Manitoba

Re: March 1st, 2022 – March 31st, 2022

Executive Summary of Hours:

Executive Summary of Hours:

Date	Meeting	Hours
2022.03.01	HSGSA Exec Meeting	1.5h
2022.03.03	UMGSA By-Laws	1h
2022.03.11	Distinguished Lecture	2h
2022.03.22	HSGSA Exec Meeting	2h
2022.03.31	UMGSA Honorarium Proposal	2h
Activities	Hours	8.5

Approximate time spent on other HSGSA-related activities (Emails, messages, etc.): 10h

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 March, 2022: 18.5 Hours

VP ACADEMIC

Javad Alizadeh, HSGSA VP Academic

March 2022 Report

From: Javad Alizadeh, VP Academic

To: HS Graduate Students of the University of Manitoba

Date: Council Meeting

Re: March 1 2022– March 31, 2022

Executive Summary of Work:

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

Executive Summary of Hours:

2022-03-13	Correspondence with Dean office to circulate DL events	5hrs
2022-03-10	Organizing and hosting two DL events	6hrs
2022-03-17	Biosafety Committee	2hrs
2022-03-22	Exec Meeting	2hrs
2022-03-25	Council Meeting	2hrs
Monthly Total		17hrs

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Time spent in meetings: 17 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: 17 hours



114-727 McDermot Avenue
University of Manitoba
Winnipeg, MB
R3E 3P5

t. 204 480 1313
e. hsgsa@hsgsa.org
w. www.hsgsa.org
