

HSGSA Annual General Meeting (AGM) Agenda
Thursday, January 26th, 2017, 12:00 pm
Theatre B (Basic Medical Sciences Building)

1. Call to order. 12: 12 PM

1.1. Electronic devices can detract from full participation and oral communication for attending members; therefore, we ask that, unless it is an emergency, to please refrain from using electronic devices.

1.2. The UMGSA held their AGM on January 19th, 2017 at 5 pm in the UMGSA Lounge. All individuals who intend to vote in that meeting are not permitted to vote again in this meeting. The votes casted will be counted only for the same motion at that meeting.

2. Ratify the Chair

2.1. ***BIRT the University of Manitoba Health Sciences Graduate Students' Association (HSGSA) membership ratifies the UMGSA Exec-At-Large, Karalyn Dokurno, to chair the January 26th, 2017 HSGSA Annual General Meeting.***

Moved: Antony Seconded: Fazle; all in favour; motion passed

3. Territory Recognition

We acknowledge that we are on the Treaty 1 territory, the traditional territory of the Anishinaabe people, and the homeland of the Metis nation. The university and the Forks of the City of Winnipeg sit at the crossroads of the Anishinaabe, Metis, Cree, Dakota, and Oji-Cree Nations.

4. Introduction of HSGSA Executive Members

HSGSA Executive Position	Executive Name
President	Chukwunonso Onyilagha
Vice-President Internal	Nour Eissa
Vice-President External	Mohammad Fazle Rabbi
Vice-President Academic	Colin Graydon
Vice-President of Marketing and Events	Crystal Acosta
Vice-President St. Boniface	Pema Raj
HSGSA Senator	Hadeesha Piyadasa

5. Guests to be approved by the membership

5.1. Whereas visitors do not have speaking and voting rights.

BIRT the HSGSA membership approves the presence of (the name of guests UMGSA President Enoch) at the HSGSA AGM.

Moved: Deepthy; Seconded: Antony; all in favour; motion passed

6. Approval of the agenda.

6.1. ***BIRT the HSGSA Membership approves the agenda presented for the January 26, 2017 AGM.***

Moved: Wajihah; Seconded: Deepthy; all in favour; motion passed

7. Approval of the minutes from January 22, 2016 HSGSA AGM Meeting. (See Appendix A)

Whereas the previous AGM was held on January 22nd, 2016.

Whereas Robert's Rules specifies that AGM minutes must be approved by members who were in attendance at that meeting.

7.1. ***BIRT the HSGSA Membership, present at last year's AGM, approves the minutes from the January 22nd, 2016 AGM.***

Moved: Anjali Seconded: Wajihah, all in favour; motion passed

9. Review of the 2016/2017 HSGSA Budget (Appendix B)

NE: Total allocated budget is \$18750, \$14000 spent as of January 2017.

10. UMGSA's 2015/16 Audit (Appendix C)

Whereas the 2012/2013 executive changed the UMGSA term to align with the University's academic term

10.1. ***BIRT the HSGSA membership approves the UMGSA audit as presented by BDO Canada, LLP auditors for the period between May1, 2015 and April 30, 2016.***

10.2. ***BIRT the HSGSA membership approves BDO Canada, LLP as the UMGSA's auditors for the 2016/2017 term.***

Moved: Fazle Seconded: Deepthi, all in favour; motion passed

11. Executive Committee Annual Reports

11.1. President

- Chair of HSGSA Executive, VP Health Sciences (UMGSA), sit on all internal HSGSA committees, FGS Executive committee and FGS Faculty Council, Graduate Students Experience committee, Faculty of Health Sciences Graduate Studies Committee, Faculty of Health Sciences Executive Council, Faculty of Health Sciences Executive Committee, and CSHRF (Research Days)

NO: Successfully conducted the HSGSA programs (socials, research days, activities) along with other VPs. Career work shop in collaboration with local pharma company.

11.2. VP Internal

- Chair of HSGSA Finance, sit on HSGSA Bylaws, Co-chair of CSHRF committee, sit on UMGSA Finance committee and Students Services at

Bannatyne (SS@BC)

11.3. VP Academic

- HSGSA Mentorship Award Committee (Co-Chair), HSGSA Distinguished Lectureship Committee (Chair), GSA Awards Committee, Biological Safety Advisory Committee (BSAC), HSGSA Bylaws Committee, Ad hoc Appeals Committee, HSGSA Executive Committee

Feb 15th, 2017, distinguished lecture by Nobel Laureate Harald zur Hausen, followed by student lunch and meetings

11.4. VP External

- Co-chair Distinguished Lectureship, Chair Mentorship Award Committee. Sit on CSHRF committees, and HSGSA Bylaws committee

11.5. VP St. Boniface

- Chair of HSGSA Bylaws committee, sit on CSHRF committee, sits on UMGSA Bylaws committee and CSHRF committee

11.6. VP Marketing and Events

- Co-chair of CSHRF, sit on SS@BC, planning social activities/obtaining permits and planning seasonal events
- Planning and coordinating, two committees

11.7. HSGSA Senator

- Sits HSGSA and UMGSA Council, UMGSA Finance Committee, Senate Committee on Libraries, Senate Committee on Admissions

12. Presentation on the history of the relationship between UMGSA and CFS by UMGSA Exec-At-Large, Karalyn Dokurno.

12.1. See Appendix D for the October 30, 2012 special general meeting minutes

They claim that we are part of them, but we are not officially agreed on that

- University of Manitoba Graduate Students' Association is not a member of the Canadian Federation of Students (CFS), the Canadian Federation of Students- Services (CFS-S) or the Canadian Federation of Students- Manitoba (CFS-MB), herein referred to as CFS/-S/-MB and in that regard if and when necessary, it shall dispute all statements, claims, indications and suggestions of membership (full or otherwise) in the CFS/-S/-MB.
- The UMGSA shall continue to collect and hold fees related to possible membership in CFS/-S/-MB in a contingency fund up to and including the completion of the 2017-2018 academic term or until such time that the membership status is officially conceded, in writing, between the legal counsels of the CFS/-S/-MB, the University of Manitoba and the UMGSA or determined by courts, whichever is sooner.
- Fees that are collected in respect of possible membership in CFS/-S/-MB may be used toward the reasonable costs associated with the process of defending the position of UMGSA regarding membership in the CFS/-S/-MB until such time that the membership status is officially conceded, in writing, between the legal counsels of the CFS/-S/-MB, the University of Manitoba and the UMGSA or determined by courts, whichever is sooner
- The general membership of the UMGSA and HSGSA shall discuss affiliations with

external organizations, including but not limited to Canadian Federation of Students (National, Provincial, and/or Services), Canadian Alliance of Student Associations, at each Special/Annual General Meeting.

- At each annual general meeting, the membership shall revisit and determine the use of all remaining fees collected from the UMGSA members and held in a contingency fund until the issue of membership in the CFS/-S/-MB is finally resolved.
- UMGSA not autonomous; membership is pending legal clarification
Issues revisited at every AGM;

13. Proposed Bylaw Revisions (*Must first be approved by HSGSA Council on January 17, 2017*)
Five motions: Updating Bylaws to clarify description, membership, amendment of Bylaws, reflect changes voted in from last AGM, as well as spelling/grammatical corrections

13.1. *BIRT that minor spelling and grammatical mistakes be fixed in the HSGSA Bylaws, provided they do not change the spirit of the bylaw.*

13.2. Whereas the Association shall promote the interests of Health Sciences (Bannatyne campus) graduate students at the University of Manitoba
BIRT Article II.3. pertaining to names, description and activities of the HSGSA be clarified to read “3.The Association shall promote the interests of Health Sciences graduate students in the Rady Faculty of Health Sciences at the University of Manitoba as a whole and shall act as a platform for educational, cultural, and social activities.”

13.3. *BIRT Article III.1.a.i. pertaining to membership of the HSGSA be clarified to read “i. All Health Sciences graduate students in the Rady Faculty of Health Sciences at the University of Manitoba.”*

13.4. Whereas any notice of Motion to amend the Bylaws must be made available in print and electronic form to members of the Association two (2) weeks prior to a vote of amendment;
BIRT Article X.1.a pertaining to amendment of the HSGSA Bylaws be clarified to read “a. Notice of Motion to amend the Bylaws must be made available in electronic form to members of the Association two (2) weeks prior to a vote of amendment;”

Moved: Wajihah; Seconded: Antony; all in favour; motion passed omnibus

13.5. Whereas any motion altering the HSGSA matters must be presented in advance and be passed by the UMGSA/HSGSA joint Bylaws Committee

BIRT Article X.I.c.i. pertaining to amendment of the HSGSA Bylaws be clarified to read “i. Any motion altering the HSGSA matters must be presented in advance and be passed by the HSGSA Bylaws Committee”

Moved: Colin; Seconded: Hadeesha; all in favour; motion passed

14. Other Business

15. Announcements

15.1. Nominate yourself to run in the UMGSA or HSGSA Elections!

2017 Election timeline: UMGSA and HSGSA

- i. **Nomination period:** February 6-17, 2017 (4:00 pm deadline)
 - ii. **All candidates forum:** February 17, 2017 at 4:30 pm
 - iii. **Campaign preparations:** February 20- March 3, 2017
 - iv. **Campaign period:** March 6-17, 2017 (all posters down at 4:00 pm)
 - v. **UMFM all candidates forum:** March 16, 2017 at 11 am (Fort Garry candidates)
 - vi. **Submission of Bios deadline:** February 24, 2017 (200 word limit)
 - vii. **Slate names and members:** February 20, 2017
- Online voting:** March 20-22 (inclusive), 2017. From 9 am CST-8pm CST.

Contact HSGSA CRO at xuyxzc@myumanitoba.ca

15.2. The HSGSA Student Lounge (402 Brodie) is available for small group functions, email vpmarketingevents@hsgsa.org to book.

This year's HSGSA CRO is Cindy Xu, Physiology and Pathophysiology

16. Adjournment

BIRT the January 26, 2017 HSGSA AGM meeting be adjourned at 12.46 PM

Moved: Fazle; Seconded: Nour; all in favour; motion passed

Appendix A:

HSGSA Annual General Meeting (AGM) Agenda Tuesday, January 22nd, 2016, 12:00 pm Theatre C (Basic Medical Sciences Building)

1. Call to order. At 12:10pm
 - 1.1. Electronic devices can detract from full participation and oral communication for attending members; therefore, we ask that, unless it is an emergency, to please refrain from using electronic devices.
 - 1.2. The GSA held their AGM thursday January 21, 2016. All individuals who vote in this meeting are not permitted to vote again at that meeting. The votes casted will be counted only for the same motion at that meeting.
2. Ratify the Chair

2.1. ***BIRT the University of Manitoba Health Sciences Graduate Students' Association (HSGSA) membership ratify the UMGSA President Kristjan Mann to chair the HSGSA Annual General Meeting.*** Sarah moved, seconded by Lexi

3. Territory Recognition

We acknowledge that we are on the Treaty 1 territory, the traditional territory of the Anishinaabe people, and the homeland of the Metis nation. The university and the Forks of the City of Winnipeg sit at the crossroads of the Anishinaabe, Metis, Cree, Dakota, and Oji-Cree Nations.

4. Introduction of HSGSA Executive Members.

HSGSA Executive Position	Executive Name
President	Colin Graydon
Vice-President Internal	Deepak Upreti
Vice-President External	Mohammad Fazle Rabbi
Vice-President Academic	Chukwunonso Onyilagha
Vice-President of Marketing and Events	Michelle Perner
Vice-President St. Boniface	Crystal Acosta
HSGSA Senator	Hadeesha Piyadasa

5. Guests to be approved by the membership.

5.1. Whereas visitors do not have speaking rights.

BIRT the HSGSA membership approve the presence of (the name of guests) at the HSGSA AGM. No non HSGSA members.

6. Approval of the agenda.

6.1. ***BIRT the HSGSA Membership approve the agenda presented for the 2014/15 (2015/16 Friendly amendment) AGM. Mover Andrew, seconded by Mark, Friendly amendment to change year to 2015/16 Andrew, motion passed***

7. Approval of the minutes from January 27, 2015 HSGSA AGM Meeting. (See Appendix A)

Whereas the previous AGM was held on January 27th, 2015.

Whereas Robert's Rules specifies that AGM minutes must be approved by members who were in attendance at that meeting.

7.1. BIRT the HSGSA Membership, present at last year's AGM, approve the minutes from the January 31, 2014 AGM. Mover Colin, second by Sarah, friendly ammendment by Colin to change to January 27, 2015 AGM , motion passed

9. Review of the 2015-2016 HSGSA Budget (Appendix B) Generally on or under budget, except with socials slightly over due to higher attendance than previous years. Note the student development section (worth \$1200) is not going to be used this year, the HSGSA would like to move this fund into next years budget to help pay for distinguished lectureship (Nobel Laureate from Germany, going to be expensive).

Question about if we have information on or why we don't show the previous year's budget.

Answer: Only showing this year's budget because that is what has been previously done by both UMGSA and HSGSA).

For next years Distinguished Lecture student suggested to partner with company to help provide food or otherwise sponsor.

Suggestion: CHSRF and other national student conference at same time, why not do something for the national conference?

10. UMGSA's 2014/15 Audit (Appendix C)

Whereas the 2012/2013 executive changed the UMGSA term to align with the University's academic terms

10.1. BIRT the HSGSA membership approve the UMGSA audit as presented by BDO Canada, LLP auditors for the period between March 31, 2014 and April 30, 2015.

Mover: Anthony, seconder Sarah: motion passed (Hadeesha and Colin are abstentions)

10.2. BIRT the HSGSA membership approve BDO Canada, LLP as the UMGSA's auditors for the 2015/2016 term. Mover: Mark,

Secunder Anthony motion passed (Hadeesha and Colin are abstentions)

Colin will give an HSGSA overview:

First thing HSGSA new exec organized:

Research days (CHSRF) gala, pub night, poster awards, tours, helped run answers booth. Try to improve upon Manitoba student participation:

Pub night 60 people, Gala 120 (but 170 signed up) distributed abstract books and answered questions at answers booth. Organized tours at Legislature Poster awards (3 at \$200 each), Ed Kroeger mentorship award (headed by VPE and VPA)

Campus cleanup event (10 people showed up)

Orientation: 160 people (90 new and 70 returning) showed up, we just had lunch and talks during lunch, followed by tour of campus for those who were interested. Also provided drink tickets

Halloween social, 120 attended (3x previous years)

Entrepreneur night: October 30th had 2 speakers with previous experience, 20 people attended, Q & A session:

Winter event: Manitoba moose game (50 people), filled up 3 different escape rooms (23 people).

Used deposit system to ensure attendance, worked very well

Holiday social had 80 people attend (similar to last year)

Distinguished lectureship: Dr. Steven Collins

Upcoming:

Research days, dodge ball, spring social, writing series started today

11. Executive Committee Annual Reports

11.1. President

- Chair of HSGSA Executive, VP Health Sciences (UMGSA), sit on all internal HSGSA committees, FGS Executive committee and FGS Faculty Council
- UPass, Career Round Table event, CSHRF (Research Days)

11.2. VP Internal

- Chair of HSGSA Finance, sit on HSGSA Bylaws, Co-chair of CSHRF committee, sit on Student Services at Bannatyne Campus (SS@BC), sit on UMGSA Finance committee

- DU: Mainly involved in finance/ budget meeting, prepared annual financial report from last year, which has been approved. Distribute departmental grants. Help organizing events, and responsible for budget, office hours

11.3. VP Academic

- Sit on HSGSA Bylaws, CSHRF, Co-chair Distinguished Lectureship (DL) and Mentorship Award committees
- Sit on UMGSA Awards
- HSGSA representative for Bannatyne Safety Advisory committee and FGS Workshop committee
- Distinguished Lectureship Guest speakers: **Dr. Stephen Collins** - January 14th, 2016. **Dr. Harald zur Hausen** (second half of 2016) and **Dr. Barry Marshall** (Tentative 2017)
- NO: successful organization, planning of distinguished lectureship this year, cannot talk about specifics of Safety advisory committee, helped organize the writing series, help with Research days

11.4. VP External

- Co-chair Distinguished Lectureship, Mentorship Award and CSHRF committees, sit on HSGSA Bylaws.
- Distinguished Lectureship committee (HSGSA) has begun process
- Sat in on previous mentorship award (last year), as there was no previous VPE.
- Successful organization of distinguished lectureship award,

11.5. VP St. Boniface

- Coordinator of St. Boniface bus ticket subsidy program (courtesy of Dean of Medicine), Chair of HSGSA Bylaws, sit on CSHRF committee, sit on UMGSA Bylaws committee
- Making posters for events, coordinates for St. Boniface campus

11.6. VP Marketing and Events

- Co-chair of CSHRF, sit on SS@BC, planning social activities/obtaining permits and planning seasonal events

12. Review of current bylaws: Relationship with the Canadian Federation of Students (CFS)
We are not part of the CFS in any manner.

- Difficulties determining if UMGSA/HSGSA is part of CFS, were prospective members, had issues with CFS documents and were paying CFS fees although we did not possess an official document showing 'we' are part of CFS, was determined 2 years ago at AGM that we are not members of CFS due to misleading/incorrect documents, however still collecting fees for CFS that has been kept as a contingency fund just in case CFS decides to sue for uncollected fees, but CFS only has until 2017 to take legal action
- CFS is also discussed at each UMGSA/HSGSA AGM

- Q: benefits to be part of CFS
- A: not benefitting graduate students, wanted to divert money from grad students to undergrads.
- Process clear to make sure we are not part of them:
- A: Sent emails, have documents, sent registered mail where they would have to sign in order to receive mail, did not sign or respond

12.1. Presentation on the history of the relationship between UMGSA and CFS.

12.2. October 30, 2012: UMGSA Special General Meeting (SGM)

12.2.1. Minutes can be found at: <http://www.umgsa.org/wp-content/uploads/2013/10/2012.10.30-SGM-Minutes.pdf>

12.2.2. Important motions were made regarding UMGSA's relationship with CFS

12.3. January 29, 2013: HSGSA Annual General Meeting (AGM)

12.3.1. Bylaws add Article IX to reflect those decisions made at the SGM and are to be reviewed annually at UM/HSGSA's AGMs. These bylaws include:

- University of Manitoba Graduate Students' Association is not a member of the Canadian Federation of Students (CFS), the Canadian Federation of Students- Services (CFS-S) or the Canadian Federation of Students- Manitoba (CFS-MB), herein referred to as CFS/-S/-MB and in that regard if and when necessary, it shall dispute all statements, claims, indications and suggestions of membership (full or otherwise) in the CFS/-S/-MB.
- The UMGSA shall continue to collect and hold fees related to possible membership in CFS/-S/-MB in a contingency fund up to and including the completion of the 2017-2018 academic term or until such time that the membership status is officially conceded, in writing, between the legal counsels of the CFS/-S/-MB, the University of Manitoba and the UMGSA or determined by courts, whichever is sooner.
- Fees that are collected in respect of possible membership in CFS/-S/-MB may be used toward the reasonable costs associated with the process of defending the position of UMGSA regarding membership in the CFS/-S/-MB until such time that the membership status is officially conceded, in writing, between the legal counsels of the CFS/-S/-MB, the University of Manitoba and the UMGSA or determined by courts, whichever is sooner
- The general membership of the UMGSA and HSGSA shall discuss affiliations with external organizations, including but not limited to Canadian Federation of Students (National, Provincial, and/or Services), Canadian Alliance of Student Associations, at each Special/Annual General Meeting.
- At each annual general meeting, the membership shall revisit and determine the use of all remaining fees collected from the UMGSA members and held in a contingency fund until the issue of membership in the CFS/-S/-MB is finally resolved.

We are part of the GUI5: top 15 research based grad student universities, and CAGGs (primarily for administrators, but students are allowed)

13. Proposed Bylaw Revisions

- 4 motions, updating Bylaws to clarify 'HSGSA senator' as an executive position, clarify the process of impeachment, clarify the process of instigating review of honoraria, reflect changes voted in from last AGM, as well as spelling/grammatical corrections

13.1. *BIRT that minor spelling and grammatical mistakes be fixed in the HSGSA Bylaws, provided they do not change the spirit of the bylaw. Mover: Lexi, Seconder: Andrew: motion passed*

13.2. Whereas the HSGSA Senator, if elected, will attend HSGSA Council meetings in place of UMGSA Council meetings

BIRT Article III.3.a. include point “3.a.vii Senator” as an HSGSA Executive position

CG: previous years we haven’t had an HSGSA senator, UMGSA let us have 1 of 3 senators, in bylaws wasn’t clear if HSGSA senator could attend HSGSA meetings, previously attended UMGSA meetings.

Q: when does this take effect?

A: Immediately:

Mover: Anthony, Seconder: Mark, Motion passed (Colin and Hadeesha abstain)

13.3. Whereas any action for impeachment must first be considered and investigated by IDSRC (IDRSC)

BIRT Article III J.i. and J.ii. be combined and clarified such that HSGSA Council and/or non-Executive members initiate the process of impeachment through an investigation conducted by IDRSC

CG: clarifying, before there were several interpretations. Conservative route taken, before someone is impeached must go through IDRSC, who will review and provide report for council to vote on.

Mover: Sarah, Seconded: Anthony, Motion passed

13.4. Whereas the HSGSA or UMGSA honorariums are not annually reviewed

BIRT Article VII.7. be clarified such that an annual review of honorarium allocation amounts will take place if motioned by members of the HSGSA or UMGSA

CG: clarification in UMGSA bylaws, either UMGSA or HSGSA can move to increase or decrease the honorarium; previous needed both groups to get together.

Mover: Andrew, Seconder: Mark Motion passed

14. Other Business

Composting: bringing to campus?

A: Sustainability committee met, HSGSA has no vote but can try to help if possible

15. Announcements

15.1. **Nominate yourself to run in the GSA or HSGSA Elections!** Election details will be available soon!

Proposal to increase honoraria from UMGSA passed, HSGSA president salary increased from \$9300 to \$12000. Done separately through IDRC, for UMGSA VP and UMGSA President had increases only.

15.2. The HSGSA Student Lounge (402 Brodie) is available for small group functions, email vpmarketingevents@hsgsa.org to book.

16. Adjournment

BIRT the 2015/16 HSGSA AGM meeting be adjourned

Mover: Mark Seconder: Anthony:

Motion passed

Meeting adjourned: 1:15pm.