

HSGSA Annual General Meeting (AGM) Agenda
February 11th, 2022, 4.00 PM (Zoom)

1. Call to order: 4:06 PM

2. Ratify the Chair

3. Territory Recognition

We would like to acknowledge that The University of Manitoba campuses are located on original lands of Anishinaabeg, (pronounced Anish-nah-beg) Cree, Oji-Cree, Dakota, and Dene (pronounced Den-nay) peoples, and on the homeland of the Métis (pronounced May-T) Nation. We respect the Treaties that were made on these territories. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

4. Introduction of HSGSA Executive Members

President	Akshi Malik
Vice-president Internal	Marina Costa Fujishima
Vice-president External	Toby Le
Vice-president Marketing and Events	Sanjana Chauhan
Vice-president Academic	Javad Alizadeh
Vice-president St. Boniface	Rebeca de O. Camargo

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) at the HSGSA AGM 2020-21. – N/A

6. Approval of the agenda.

6.1. BIRT HSGSA membership approves the agenda presented for the February 11th, 2022 AGM.

Katrina | Marina | Votes Yes: 9 No: | Abstain:

7. Approval of the minutes from the February 19th, 2021 HSGSA AGM (see Appendix A). Robert's Rules specify that AGM minutes must be approved by members who attended that meeting.

7.1. BIRT the HSGSA membership, present at last year's AGM, approves the minutes of the January 19th, 2021 AGM.

Rebeca | Javad | Votes Yes: 7 No: Abstain

8. Review of the 2021/2022 HSGSA Budget (Appendix B)

The HSGSA Finance Committee is well within the 2021-2022 fiscal budget (\$22,000.00), which was approved in May 2021. Budget details can be provided by VP-Internal. HSGSA will no longer be included within the UMGSA annual audit as reflected in the HSGSA financial manual.

Questions: None

9. Executive Committee Annual Reports

9.1. President: Remote leadership | Annual Canadian Student Health Research Forum (CSHRF) 2021 Networking (Invited Guests/Companies/Student Volunteers) | Three Poster Awards & Forough Award for the CSHRF | Orientation Sessions | Summer & Halloween Social Events | MHRE Program | External Funding from FGS \$5000 for social events/projects/subsidies | Distinguished lectureship | Extra funds distributed to council dept |

9.2. VP Internal: Chair the HSGSA Finance Committee, sits in HSGSA executive committee; HSGSA Council Committee; HSGSA Bylaws and Policy Committee; UMGSA Finance Committee; FGS Appeals Committee; CHSRF Committee and a current member of the FGS Council, Max College of Medicine Council and Executive committee

9.3. VP Academic: Graduate Excellence Award | Distinguished Lectureship 2021 & 2022 | Troubleshooting Thursdays | Student Experience Committee | Biosafety Committee | Bylaws Committee |

9.4. VP External: MHRE | LinkedIn Workshop | Summer Cont' Fees Petition | HSGSA Opportunities Survey | Ed Kroeger Mentorship Award | Manuscript Writing Workshop | Humans of Rady Faculty | Support & Service UMGSA Committee |

9.5. VP St. Boniface: UMGSA ByLaws Committee | Ed Kroeger Mentorship Award Committee | Rady Faculty Committee | Chair HSGSA ByLaws Committee | MHRE Committee | Sexual Violence Prevention Workshop/Sessions | Troubleshooting Thursdays | Summer BBQ & Halloween Event |

9.6. VP Marketing and Events: Social Media | UMGSA Events Committee | HSGSA Finance Committee | Bylaws Committee | MHRE Committee | Chair CHSRF Committee | Ad-hoc Funds Committee |

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

10.1.

10.1. See Appendix C for the Section of the UMGSA Bylaws that deals with this.

10.2. The Bylaws of the UMGSA stipulate that our relationship with the Canadian Federation of Students will be discussed at each Annual General Meeting. The UMGSA is not a member of the Canadian Federation of Students (CFS), nor its affiliated groups (CFS-S & CFS-MB). Because the CFS has not been willing to concede that fact, per student fees equal to the amounts that would have been paid to the CFS by equivalent student groups have been collected in a contingency fund to defend the UMGSA's position on this matter.

10.3. **BIRT** the HSGSA membership approves no change in the money dedicated to the External Relations Fund only until the end of the UMGSA's 2021-2022 fiscal year, unless otherwise advised by legal counsel and given legal verification of the situation.

Marina | Emily | Vote: 9 | No: Abstain:

11. Proposed HSGSA Policy and Procedures Manual Revisions as presented in Appendix D. (Moved by HSGSA By-laws committee and HSGSA Council, January 28th, 2022)

11.1. BIRT the HSGSA approves all changes to the HSGSA By-laws as presented in Appendix D and previously approved by the HSGSA bylaws committee and Council.

Jamie | Audrey | Vote: 9 | No: 0 Abstain: 0

12. Other Business

- No comment

13. Announcements:

HSGSA Elections 2022-2023

14. Adjournment: 4:41 PM

Attendance	
Attendee	Department
Viboushann Arunasalam	Not Identified
Muniza Mehrin Zaman	Physiology and Pathophysiology
Katrina Holzhauer	Master of Occupational Therapy
Jessica Resillas	Pharmacy
Jamie Sookhoo	Immunology
Emily Barker	Not Identified
Audrey katako	Not Identified
Luca Lim	Pathology
Leena Regi Saleth	Physiology and Pathophysiology

Appendix A

HSGSA Annual General Meeting (AGM) Agenda
February 19th, 2021, 5.00 PM (Zoom)
Meeting id: 81319063924; Password: 617521

1. **Call to order: 5:01 PM**

2. **Ratify the Chair**

Not needed, HSGSA President chaired the AGM.

3. **Territory Recognition**

We would like to acknowledge that The University of Manitoba campuses are located on original lands of Anishinaabe, (pronounced Anish-nah-beg) Cree, Oji-Cree, Dakota, and Dene (pronounced Den-nay) peoples, and on the homeland of the Métis (pronounced May-T) Nation. We respect the Treaties that were made on these territories. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

4. **Introduction of HSGSA Executive Members**

HSGSA Executive Position	Executive Name
President	Akshi Malik

Vice-President Internal	Marina Costa Fujishima
Vice-President External	Toby Le
Vice-President Marketing and Events	Muhammad Aldhshan
Vice-President Academic	Javad Alizadeh
Vice-President St. Boniface	Shayan Amiri

- 5. **Guests** to be approved by the membership: *No non-voting guests present*
 - 5.1. Whereas visitors do not have speaking and voting rights.
BIRT the HSGSA membership approves the presence of (the name of guests) at the HSGSA AGM 2020-21. No non-voting guests present

- 6. **Approval of the agenda**
 - 6.1. *BIRT the HSGSA membership approves the agenda presented for the February 19th, 2021 AGM. Walid and Jamie approved the AGM agenda.*

- 7. **Approval of the minutes** from the January 24th, 2020 HSGSA AGM (see Appendix A). Robert’s Rules specify 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 of the January 24th, 2020 AGM. Kristin and Jamie approved the minutes of the last AGM meeting*

8. **Review of the 2020/2021 HSGSA Budget** (Appendix B)

The HSGSA Finance Committee is well within the 2020-2021 fiscal budget (\$17,650.00), which was approved in May 2020. Budget details were provided by VP-Internal. HSGSA will no longer be included within the UMGSA annual audit therefore the current executive working with the HSGSA bylaws committee has added financial oversight by HSGSA council and UMGSA over our annual budget and spending, this is reflected in the HSGSA Bylaws changes proposed and the financial manual.

9. **Executive Committee Annual Reports**

9.1. President: Chair the HSGSA Council and Executives committees. Sits in CSHRF Committee; HSGSA Finance Committee; HSGSA Bylaws and Policy Committee, Rady Faculty Covid-19 support working group; International Students Support group at the Bannatyne Campus and the UMGSA Executives and Council committees; FGS Executive and Council Committees.

- 9.2. **VP Internal:** Chair the HSGSA Finance Committee, sits in HSGSA executive committee; HSGSA Council Committee; HSGSA Bylaws and Policy Committee; UMGSA Finance Committee; FGS Appeals Committee; CHSRF Committee and a current member of the FGS Council.
- 9.3. **VP Academic:** Chair the Distinguished Lectureship Committee, Sits in the Biosafety Committee, Graduate Student Experience Committee, FGS Awards Committee(s); HSGSA Council; HSGSA Executives committee; CSHRF and HSGSA Bylaws and Policy Committee.
- 9.4. **VP External:** Sits in the Student Support and Services Committee; Chair Ed Kroeger Mentorship Committee; Bannatyne Sustainability Committee; HSGSA Bylaws and Policy Committee; Graduate Student Experience Committee and CSHRF. Chair the Multidisciplinary Health Science Experience ad-hoc Committee and initiated the Humans of Rady Faculty.
- 9.5. **VP St. Boniface:** Chair the HSGSA Bylaws and Policy Committee, sits in the HSGSA Executives and Council committees; UMGSA Bylaws Committee; CSHRF; UMGSA Awards Committee and the HSGSA Finance Committee.
- 9.6. **VP Marketing and Events:** Chair the CSHRF Committee, Sits in the FGS Appeals Committee; UMGSA Events Committee; HSGSA Finance Committee; HSGSA Council and Executives Committees and the HSGSA Bylaws and Policy Committee.
10. **Presentation on the history of the relationship between UMGSA and CFS 10.1.**
- 10.1. See Appendix C for the Section of the UMGSA Bylaws that deals with this.
- 10.2. The Bylaws of the UMGSA stipulate that our relationship with the Canadian Federation of Students will be discussed at each Annual General Meeting. The UMGSA is not a member of the Canadian Federation of Students (CFS), nor its affiliated groups (CFS-S & CFS-MB). Because the CFS has not been willing to concede that fact, per student fees equal to the amounts that would have been paid to the CFS by equivalent student groups have been collected in a contingency fund to defend the UMGSA's position on this matter.
- 10.3. ***BIRT the HSGSA membership approves no change in the money dedicated to the External Relations Fund only until the end of the UMGSA's 2020-2021 fiscal year, unless otherwise advised by legal counsel and given legal verification of the situation. Approved by Shayan and Walid.***
11. **Proposed Elections Policy and Procedures Manual Revisions** as presented in Appendix D. (Moved by HSGSA Bylaws committee, February 11th, 2021)
- 11.1. ***BIRT the HSGSA approves all changes to the HSGSA Elections Policy and Procedure Manuals as presented in Appendix D and previously approved by the HSGSA bylaws committee and Council. Approved by Kavisha and Elinor.***
12. **Other Business: None**

13. **Announcements:** The HSGSA Elections is afoot, the nomination period is still open till the 22nd.

- No updates on the tuition fees increase (Summer continuation fees). The FGS will help support grad students in other ways (Tech fund and Covid-19 relief fund).

Adjournment: 5:35 PM

APPENDIX B

	<u>Budget Line</u>	<u>Budgeted</u>				
	GSA-HSGSA Operating Grant (30% total collected fees from UMGSA)					
	Total Revenue	\$ 22,000.00	\$56.61/student			
Budget Code	<u>Expenses</u>		<u>Approved budget 2021/22</u>	<u>Spent</u>	<u>Remaining</u>	<u>Comments</u>
M	Meetings					
1	AGM		\$250			
2	Internal Committee meeting		\$300			
3	IDRC chair honorarium		\$100			
4	Council Meetings		\$600	\$220.00	\$380	Zoom plan (yearly)

5	Hospitality		\$100			
6	Volunteer Appreciation		\$100	\$80	\$20	Paid gas for all volunteers from summer BBQ
	Subtotal		\$1,450	300	\$1,150	
WS	Workshops and Seminars					
1	Student Development Event		\$2,000.00			
2	Visiting Speaker Series		\$1,000.00	\$1,000	\$0.00	Graduate Student Excellence Award
	Subtotal		\$3,000.00		\$2,000.00	
SOE	Social Events					
1	Summer Activity		\$500	\$1,412.33	\$88	\$1,500
2	Orientation		\$2,000.00	\$1000 transferred	\$1,000.00	since fall orientation online, council approved \$1000 towards summer activity
3	Fall Activity		\$1,000.00			
4	Halloween Social		\$1,500.00			
5	Christmas Social		\$2,000.00			
7	Winter Activity		\$1,000.00			
8	Spring Social		\$500			
9	Promotional Events		\$500	\$25	\$475	Summer photo contest (Pranav) dollorama gift card
10	Contingency Event Fund		\$200	\$151	\$49	Pizza and starbucks gift card best costume

11	Grad Student Lounge					
12	St. Boniface		\$500	\$200	\$300	Sexual Assault Prevention Workshop
	Subtotal		\$9,700	\$1,788.10	\$7,912	
RD	Research Days					
1	Activities/Prizes		\$150.00	\$150	\$0.00	Photo contest research days (3 x 50)
2	Transportation Charges					
3	Research Days Poster Award		\$700	\$600	\$100	
4	Mentorship Award		\$100	78.35	\$22	1.5 etransfer fee
5	Dr. Forough Khadem Memorial Award		\$1,500	\$1,500	\$0	
	Subtotal		\$2,450.00	\$2,328	\$121.65	
OS	Office Supplies					
1	Stationaries and Software		\$100			
2	Web Hosting Fee					
3	Advertising and Communication					
4	Transportation Reimbursement		\$100			
5	Professional Consulting					
6	Office & Lounge Improvement		\$300			
	Subtotal		\$500			

E	Elections					
1	Refreshment		\$150			
2	Materials		\$250			
3	CRO Honorarium		\$500			
	Subtotal		\$900			
EX	Extra					
1	Extra Funds		\$4,000	\$1,000	\$3,000	Graduate Student Excellence Award
	Total		\$22,000	\$6,416	\$15,584	

APPENDIX C

ARTICLE VI: EXTERNAL ORGANIZATION AFFILIATIONS

1. The general membership of the UMGSA shall discuss affiliations with external organizations at each General Meeting.
2. The UMGSA 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.
3. The UMGSA shall continue to collect and hold fees in lieu of CFS/-S/-MB membership in a contingency fund, named the External Relations Fund, until such time that the membership status is officially conceded, in writing, between the legal counsels of the CFS/-S/-MB and the UMGSA, or determined by courts, whichever is sooner.
4. Fees that are collected in lieu of membership in the CFS/-S/-MB may be used toward the reasonable costs associated with the process of defending the position of the 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 and the UMGSA, or determined by courts, whichever is sooner.
5. Once the issue of membership in the CFS/-S/-MB is finally resolved, the UMGSA membership shall determine the use of all remaining fees collected from UMGSA members and held in the External Relations Fund. That determination will take place at the first UMGSA General Meeting following the legal resolution of the membership status of the UMGSA.

APPENDIX D

PDF ATTACHED TO THE EMAIL