

Graduate Students Association of McMaster University
Council Meeting

May 24th 2018
GSA Office, East Tower Refectory
5:00 p.m.

Minutes

Attendees: Tim van Boxtel (GSA President), Ashley Ravenscroft (DoO) Sam Peter (FRC Engineering), Simon Mcnamee (FRC Engineering), Shawn Hercules (VP External), Sara Oikawa (VP Internal), Anita Acai (Senator Science), Xiaomin Huang (Incoming FRC International), Tiffany van Lieshout (FRC Science), Rachel Ho (FRC Science), Cynthia Monaco (Incoming FRC Health Science)

Regrets: Aaron Roberts (Senator Humanities), Lily Eskin (FRC Social Science)

Absent: Sid Nath (Senator Health Science), Mariam Munawar (Senator Business), Rodrigo Narro (BoG), Kara Tsang (GSA CRO),

Call to order 5:03

1) Presidents Remarks

- International student focus
 - Welcoming table at Pearson International Airport for McMaster, Mohawk, and the City of Hamilton.
 - At this welcoming there will be a phone, so they can call home.
 - The GSA is going to pay for their GO bus ticket to get to McMaster.
 - The university is also launching an app called ICent. The University, the School of Graduate Studies
- Composting
 - The MSU wants to pair with us on this initiative.
 - The plan is for the GSA to head this.

2) Notice of Future Meetings

- End of the month, it will be the last Thursday in June.

3) Approval of Agenda

Motion to approve the Agenda. Moved by Anita. Second by Sara. All in favor. Unanimously passed.

4) Approval of Minutes

Motion to approve the minutes. Moved by Shawn, seconded by Simon, all in favour, unanimously passed.

5) FRC Welcoming

▪ Expectations

- We are governed by Roberts Rules
- You will sit on Council. This is the body where you can bring information, opinions, and problems for the GSA to deal with. Moreover, the GSA will provide FRC's information to bring downstream.
- What are Faculty Associations
 - The best way to communication to the students is usually via forming faculty associations. Therefore, we encourage every FRC to form one, or if there is an existing entity, like Health Science, to connect with them and get them engaged.
- Committees
 - Everyone is required to sit on at least one Committee
 - **ACTION ITEM:** Mona to send out the Committee listing and have FRC's sign up for at least one committee.

▪ Procedures and Bylaws

- We are redoing our bylaws this year, but until then everyone needs to understand how we operate via the current bylaws.

▪ Funding

- We have money for FRC's to spend on events and things to enrich student life. At the beginning of the year, each FRC grouping can apply for \$600.00 and towards the end of the year if some groups are not using the funds- all other groups can apply for additional funding.

6) FRC Updates

- **SAM**- Tiffany- They had AGM on April 26th and they are rebranding SAM to SciGSA, at the request of the Dean.
- The Dean would also like to hold their own 3MT in Science.
- SAM also asked about how EGS performs their elections. After a lengthy discussion it was noted that google doc would likely be the best avenue to use.
- **ENG**-
 - Hosting their own 3MT, which is funded through the faculty.
 - They also hosted a lateck processing event. The feedback was to only have a one day
 - Travel awards, they awarded 11 awards. There was an issue with awards where people felt it was not transparent, and unfair, so they had an appeal. In saying that, they do have a robust set of qualification, but they are going to be more forward about the fact
 - EGS is under represented to CUPE meetings, so they will be sending a steward. The role of the representative will be to discuss the health and safety issues with the Union and things such as that.

- International
 - They need to redo their bylaws, which Ashley will help with, as she gave some comments on the draft.
 - Organize a Trivia night for June 11th
 - We discussed also additional funding potentials, and it was suggested that

7) Senate/BOG Updates

1. Upcoming Provincial Election

A dedicated outreach team is working to engage with the local candidates in the upcoming provincial election to ensure that they are aware of our strengths and needs.

2. Graduate Program Changes

The following changes to graduate programs were approved:

- Three program-specific policies related to police checks and leaves of absence in the MSc OT and MSc PT programs were rescinded.
- Several engineering programs in the School of Engineering Practice and Technology (MEME, MEngD, MEPP, MTEI, and MEEI) were approved to begin using video instead of face-to-face interviews to streamline the admission process.
- The industrial internship portion of the Engineering Physics (Industrial Internship), MEng program was removed and the program renamed to Engineering Physics.
- A course-based option was added for the MEng in Civil Engineering.
- Course requirement and calendar copy revisions were made to the MSc, MAsC, and PhD in Computing and Software and the PhD in English and Cultural Studies.

3. New Scholarship

The Brenda Barrow MBA Academic Grant was approved with the following terms of reference: Established in 2017 by Brenda Barrow, MBA (Class of '83), in memory of her mother, Lucille Agatha London, who was an outstanding educator and understood the importance of education as well as hard work to succeed in life. To be awarded to students entering a full-time MBA program who demonstrate financial need and high academic achievement/standing. Preference will be given to students who have demonstrated leadership in undergraduate studies or in the community at large.

4. Academic Integrity Report

The Committee on Academic Integrity shared with Senate a copy of its annual report, which included statistics that were roughly in-line with those from previous years. In the past year, there were 321 cases of alleged academic misconduct; of these, 9 (0.2%) were graduate students. The Senate also approved minor revisions to the Academic Integrity Policy, including provisions for a graduate student's supervisory committee to have some jurisdiction over the type of penalty imposed on the student in cases of academic misconduct

8) Ratification of New External Board Member

▪ The board is responsible for the financial and to oversee the entire organization. They have a fiduciary responsibility accordingly.

- Talena Rambarran, as noted in her application, was a former board member, past president for a two term, and FRC before then.

Motion to ratify Talena Rambarran as an community member at large for the board of director, moved by Anita, and Seconded by Shawn, all in favour, unanimously passed

ACTION ITEM: Mona to let her know that she is successful candidate.

9) New Business

- Election of Health Science Representatives
 - Everyone agreed that both candidates seem like they would be a great fit.

Motion: Vote for Cynthia Monaco and Julian Yabut to hold the position Health Science Representatives provided they run in a by election in October. First by Sam, Seconded by Shawn. Unanimously.

- **Executive Updates**

- Shawn
 - Tim and Shawn went to thinkGRAD at UBC, where they met with other executives to discuss graduate student issues
 - They discussed CAFS
 - International Fees and student Life
 - Open Access
 - Mental Health
 - For profit restaurant models
 - The next meeting in August
 - Shawn would like to start a communications committee. Tim noted that they will deal with the deliverables from the environmental scan. This committee will implement it.
 - Event on Saturday is Ripley's, which has already sold out. We can not get two buses, as we do not have enough people to supervise.
 - Welcome Week is almost done being done
- Sara
 - Graduate Council noted MERGE is a pilot program for 10 students, who are international student that are put into a 10-week, intensive English course. It is very experience, 15-18k per student.
 - Associate Deans were asked to identify students that they felt were in need
 - We are hosting provincial 3MT here at McMaster come April
 - Committee meetings forms, which were previously done via hard copy, are now moving online; however, through discussion it was noted not every faculty has this online, which is something our FRC's should be discussing with their graduate secretaries, associate deans, etc.

- Thesis working group committee was struck. (ASK SARA FOR MORE DETAILS)

10) Adjournment

Motion to adjourn at 6:02 moved by Sam, second by Shawn, all in favour, motion carried.

Action Item:

Item	Action by	Due date
Arrange for By election to be held in October	Ashley	September
let Talena her know that she is successful candidate.	Mona	ASAP
send out the Committee listing and have people sign into committees.	Mona	ASAP

Shawn Hercules,
VP External

Date

Recorder

Date