Agenda

1 Approval of the agenda
   1.1 Add Item: Mental Health Video

2 New Business
   2.1 work plan
   2.2 CFS Press Strategy
   2.3 Budget Update
   2.4 Appointing a PGSS Rep to the RAE BoD
   2.5 Mental Health Video

3 Discussion Items
   3.1 #ConsentMcGill Campaign
   3.2 Pres and AAO meeting with Principal Fortier
   3.3 Board of Directors communications with the Society
Attending

Academic Affairs Officer (Jennifer Murray), External Affairs Officer (Julien Ouellet), Financial Affairs Officer (Nikki Meadows), Member Services Officer (Brighita Lungu), Internal Affairs Officer (Gesa), Secretary-General (Juan Camilo Pinto)

1:30 PM  Call to order

1:30 PM  Approval of the agenda

1:41 PM  1.1 Add Item: Mental Health Video

2  New Business

1:31 PM  2.1 work plan

Discussion ensued:
FAO checking that all is in order
The document is to be sent to Council Speaker (N. Nizam) tomorrow night, Sept 11th
FAO noted that other titles should be removed from the work plan
MSO will format the document and send it to the Speaker

1:32 PM  2.2 CFS Press Strategy

Whereas CFS stuff happened...
BIRT we will submit the following press release through CNW Wire
CFS Press Strategy

Discussion ensued:
FAO: we need to write a motion on budget for the press strategy
FAO wants to pre-approve general maximum
EAO: we might not need a large budget because of press from other sources (e.g. FEUQ)
FAO: we still need a pre-approved budget for CFS-related strategy
FAO: opening budget
FAO: we should allocate $1000 for CFS-related budget

1:34 PM 2.3 Budget Update


Budget Update

FAO: everything is going well and is in order

Unanimous approval

1:35 PM 2.4 Appointing a PGSS Rep to the RAE BoD

WHEREAS the RAE needs a BoD to function and currently it has outdated PGSS representation,
WHEREAS a decision was released by the Quebec courts in the RAE vs. CFS case,
WHEREAS the business of the RAE going forward will primarily be dealing with financial negotiations
with the CFS and other member organizations of the RAE,

BIRT the Financial Affairs Officer, Nikki Meadows, be appointed to replace Jonathan Mooney as the PGSS
representative on the RAE BoD.

FAO abstains; all others vote in favour

1:41 PM 2.5 Mental Health Video

There was a meeting about the mental health video. SG requests a budget for the video.

3 Discussion Items

1:36 PM 3.1 #ConsentMcGill Campaign.

I would like to discuss the implication of PGSS team in the campaign put together by McGill Harm Reduction Coordinator. Date of campaign is during the week of October 20th.

Discussion ensued:
Event is on October 20th, there will be a booth at Thomson House. Bianca Tetrault is the organizer of the event. SG and IAO might volunteer for the video. MSO will discuss the event with the staff. The Equity Commissioner’s involvement will also be requested.

FAO: request for proposal from #consentmcgill (can submit it to EC if it is less than $1000)

1:38 PM 3.2 Pres and AAO meeting with Principal Fortier

Discussion of exec agenda items for meeting with AAO and Pres meeting with Principal Fortier on Monday, September 15.

AAO: supervision

MSO: #consentmcgill/daycare

IAO: Habs invitation

SG: CFS update and mental health

FAO: CFS RAE perspective

EAO: alternative research funding

1:39 PM 3.3 Board of Directors communications with the Society

Communication between PGSS Board of Directors on one hand and the Executive Committee and Council on the other hand.

A discussion ensued. The SG is to report on Board activities to the Society and vice versa within one week of a BoD or PGSS exec meeting. “Trying to reinvent a wheel that’s already round and moving”.

1:42 PM Adjourned
Agenda

1 Approval of the agenda
   1.1 Add Item: ............................................................... 2

2 Announcements
   2.1 Emily Yung brief ..................................................... 2
   2.2 BoD Update ........................................................... 2

3 Discussion Items
   3.1 AAO updates ......................................................... 2
   3.2 Senate update ....................................................... 3
   3.3 Discussion of library improvement initiatives .................. 3
   3.4 PGSLF Changes ..................................................... 3
   3.5 PGSS support for ConsentMcGill campaign ....................... 3
   3.6 TH #WarmUp project .............................................. 3
Attending

Financial Affairs Officer (Nikki Meadows), External Affairs Officer (Julien Ouellet), Academic Affairs Officer (Jennifer Murray), Internal Affairs Officer (Gesa), Member Services Officer (Brighita Lungu), Secretary-General (Juan Camilo Pinto)

2:10 PM Call to order

2:16 PM 1 Approval of the agenda

2:19 PM 1.1 Add Item:

_EAO and IAO left at 6:00pm_

2  Announcements

2:16 PM 2.1 Emily Yung brief

Emily Yung, the Mental Health McGill Coordinator (ex- PGSS Health Commissioner) would like to make a brief presentation on the project she is working on. She would like to get PGSS Exec Committee’s feedback and support on it.

_Speaking rights granted to E. Yung. She gave a presentation about the Wellness McGill website and noted that there is a soft launch planned for October 11th, 2014._

2:17 PM 2.2 BoD Update

3  Discussion Items

2:17 PM 3.1 AAO updates

- committees: I need help recruiting people to all of our committees!

_A discussion regarding committee recruitment ensued._
2:18 PM  **3.2 Senate update**

Update from AAO on Senate activities, including September Senate meeting, orientation, work with SSMU, preparation for October Senate, etc.

*Please see minutes from the meeting.*

*Discussion ensued regarding how we can be more effective at Senate.*

2:20 PM  **3.3 Discussion of library improvement initiatives**

Discuss library improvement initiatives (very exciting stuff!)

Discuss library feasibility study – they need 30 graduate students to advise in consultation process with architects.

*Need 30 grad students for major library overhaul. Will work to help bring grad students in.*

*Library Improvement Fund update, grad student space, etc.*

2:21 PM  **3.4 PGSLF Changes**

The SLC and SG have been working on a new administrative system for the PGSLF to make administration easier and more tailored for individual PGSAs. I want to present a proposal for APF that would also be incorporated into these changes.

*FAO explained the proposed change for the Post-Graduate Student Life Fund (PGSLF) regarding members of the Associate of Post-doctoral Fellows (APF).*

*A discussion ensued.*

2:25 PM  **3.5 PGSS support for ConsentMcGill campaign**

Given that the campaign will benefit the larger community of McGill, therefore PGSS members as well, our support would be not only welcomed, but a responsible and an admirable gesture. I propose we make this as smooth and quickly as possible given that the campaign is coming up very soon.

*MSO requested $100 be allocated to this project. FAO raised a concern that a budget is needed to to be able to allocate funds.*

*AAO asked for some info about how this will impact graduate students.*

*MSO will provide a budget and we will approve the dispersal via e-motion.*

2:27 PM  **3.6 TH #WarmUp project**

TH #WarmUp - proposal of attack plan. I would like to agree on a strategy that will allow this project to start this year, even this semester. The idea is to implement some of the awesome suggestions as soon as possible.
Discussion ensued about how to speed up this process.

We want to use the existing committee.

Discussion of what we want from the project. We want to make Thomson House a place where graduate students belong, a wonderful, more fantastic place! There’s not a lot we can do about some of the existing infrastructure.

Possible partnership with Fine Arts programs? Possibly showcasing some of the art in their space.

Wait until after brainstorming to decide on a budget, but we need to be frugal.

Going to announce brainstorming session to Council.

2:29 PM  Adjourned
# Agenda

1. **Approval of the agenda**
   - 1.1 Add Item: Titles President/Secretary-General
   - 1.2 Motion to Move: Executive Appointment over HR matters

2. **Floor Items**
   - 2.1 November 4th Executive Meeting

3. **Announcements**
   - 3.1 Update from all EC members
   - 3.2 Update from Nov 19 Senate meeting

4. **New Business**
   - 4.1 Seeds of Change - Sponsoring
   - 4.2 Citizen's Council-McGill
   - 4.3 Authorization of legal expenses for Brock Reuter and Daniel Simeone
     - 4.3.1 BIRT that the executive committee authorizes the repayment of reasonable legal and transportation fees, up to $2000, for the depositions and Brock Rutter and Daniel Simeone.
   - 4.4 Royal Victoria Site Consultation
   - 4.5 Posting of Approved Minutes
   - 4.6 Intramural Sports Grants Program
   - 4.7 Titles President/Secretary-General
   - 4.8 Executive Appointment over HR matters
   - 4.9 Executive Committee Communications Plan

5. **Reports**
   - 5.1 Report on the Global Sustainability Literacy Test
   - 5.2 CFS update Report

6. **Discussion Items**
   - 6.1 Anti-Austerity Protest
   - 6.2 Referred by PGSS Board of Directors - Report on Lease Negotiations
   - 6.3 PGSS Mental Health Video Project
   - 6.4 Proposed SAM modifications
   - 6.5 CFS referendum budget
   - 6.6 Internal Discussion Board of Directors Meeting-Sec Gen
Attending

Brighta Lungu (membership.pgss@mail.mcgill.ca), Gesa (internal.pgss@mail.mcgill.ca), Jennifer Murray (academic.pgss@mail.mcgill.ca), Nikki Meadows (finance.pgss@mail.mcgill.ca), Julien Ouellet (external.pgss@mail.mcgill.ca), Juan Camilo Pinto (president.pgss@mail.mcgill.ca)

11:08 AM Call to order

1 Approval of the agenda

11:08 AM

1.1 Add Item: Titles President/Secretary-General

12:45 PM

1.2 Motion to Move: Executive Appointment over HR matters

12:52 PM

2 Floor Items

11:08 AM

2.1 November 4th Executive Meeting

FAO motions to table them because they’ve not been updated but to approve via e-motion.

AAO seconds.

All in favor, motion passed

FAO motivates that the old minutes should be sent via PDF to the old executives; once there is a majority approval, we can post them, table for now.

AAO seconds.

All in favor, motion passed
3 Announcements

3.1 Update from all EC members

11:10 AM

Request for a quick two minute update from each EC member on their work in the past 2 weeks.

EAO- Three projects:
- CEIM an "incubation" space run by an NPO for start-ups with limited resources to share resources; cocktail is Nov 26th with 5 people already registered
- FIO consultation plan but will keep reaching out to PGSAs.
Apologies for lack of presence in the last few days, dealing with a family issues.

Holidays: December 16/17 to January 2

FAO-
CMA meeting coming up next week to implement new grants policy and discuss the application to make it more applicable to the new policy

CFS referendum:
- Budget (in agenda)
- Board getting approval for payment of CFS fees

Lots of cheques and budget discussions

Holidays: December 19 to January 3

MSO

Holidays December 22 to January 4

Trip to Gatineau (January 23-24) for career and networking with CaPS; spots open for students; 2 days with 30 seats for students, 5-6 for exec students (PGSS and AUS)

Mental Health is on the agenda

AAO:

Senate today; more later. Our question was answered but it was a bit short, we should be prepared to deal with issues stemming from the move.

Student work group coming along with EAO. December and following months, a supervision event will be scheduled.

Committees: still recruiting and figuring out Ubriety.

Holidays: December 13 to January 3

IAC:

Trivia, Newswire, Halloween party, masquerade, many workshops with Jenna.

IAC several meeting to discuss planning for the next semester.

Next major event will depend on CFS stuff.
Early-mid December holiday movie marathon (movie list in progress).

A LOT of Newswire submissions coming in!

Holidays: in and around Montreal, should be available.

SG:

Citizen’s Council (on agenda).

Governing documents have been updated to include everything. SAC is reviewing grammar and other details and the documents will be ready to go live.

Senate Steering- Glen Yard question; nothing is happening that is controversial.

CFS- letter sent that we would accept December dates; January 5th to January 16th is the campaign period with the referendum on January 15th and 16th.

Meeting should be scheduled with legal subcommittee to discuss and update the ongoing legal strategy.

MACES wants our help with bylaws and they want to work more closely with PGSS.

Phone call from Principal to discuss harassment policy, they want students to read it and then help push it forward.

Convocation- no issues.

Meeting with SSMU for combined event, will be sending a list of topics.

Alumni Council- alumni asking how to improve the relationship.

Holidays: December 16th to January 6th (January 7th to 12th is partial availability only, will be slow to respond).

11:23 AM 3.2 Update from Nov 19 Senate meeting

AAO to provide an update on Senate meeting (Nov 19).

Dean Eidleman responded softly; there isn’t much more available at the moment.

New question coming in about graduation time limitations- more later.

EAO asks about budget request; SG instructs where to find it. Discussion back and forth between AAO and EAO about steps going forward.

4 New Business

11:25 AM 4.1 Seeds of Change - Sponsoring

Whereas Seeds of Change provides crowd-funding opportunities for projects that benefit our membership.

Whereas many of our members could use Seeds of Change to launch their own projects.

Whereas Seeds of Change lacks visibility.

BIRT we will advertise Seeds or Change to our members through different means.
BIFRT we will advertise one project per newswire until the end of the 2014-2015 term.
BIFRT the project will be selected by the Internal Affairs Officier upon recommendation by members of the executive committee.

_EAO motivates that Seeds of Change is a crowdfunding project related to the IQ; wants to help promote it and encourage students to post events._

_MS speaks in favor, says it is a new project and that it is a good plan to focus on all sorts of projects._

_EAO asks if anyone has a problem with focusing on one project._

_IAO suggests using out other resources including TV and website; proposes asking the EqC to help evaluate (friendly amendment)._  

_EAO is in favor; supports consensual approval._

_SG calls the question to a vote, FAO seconds._

_All in favor._

### 4.2 Citizen’s Council-McGill

11:28 AM

_Whereas PGSS is a member of the Citizen’s Council;_  
_Whereas the Citizen’s Council is comprised by all groups representing a seizable number of individual within the McGill community;_  
_Whereas the Citizen’s Council has drafted a survey asking feedback on the Principal’s austerity plan;_  
_Whereas the meeting with the Principal is going to take place in January;_  
_BIRT the PGSS endorses the Citizen’s Council survey;_  
_BIFRT the PGSS will distribute the survey to its members for feedback._

**Citizen’s Council-McGill**

_SG motivates that we’re part of this organization with many other McGill players. They want to discuss the austerity plan at a meeting in January. The survey is going forth as soon as possible, We are using a system that MAUT is using and it will send the survey to our constituents and will collect and compile the data before the meeting with the Principal._

_IAO asks what listserv will be used. Expressed discomfort with using our listservs. We could have used the Newswire, but we didn’t._

_SG proposed sending it to the PGSAs and they can disseminate it._

_IAO said their Newswire went out._

_SG suggests that this is just an additional email to send out._

_EAO says that depending on the association, there may be little motivation._

_MS point of information: deadline?_  

_SG early next week and that is an extension compared to other groups._

_FAO asks why this was not done as an e-motion._
SG says that this is because he needed to prepare a defense for the BoD and because some constituencies raised issues with the language so they may have been questions on the exec about whether we wanted to send it given the language used.

EAO speaks in favor of using the listserv for this issue and this is one of the few issues that touch all of our members and it is justified.

MSO asks why McGill didn’t send this out.

SG says that because it is a multi-constituency group, it’s not an official McGill group.

AAO is in favor but requests MUCH MORE advanced notice for issues like this in the future. She worries about damaging the reputation of our emails when we send them out frivolously.

SG clarifies that the final draft only came out November 7th.

AAO and FAO note that it is the 19th.

SG says that an internal issue caused disruption.

IAO asks which listserv will be used.

FAO proposed a friendly amendment to use the Newswire listserv because these members consented to additional contact from PGSS; EAO seconds.

All in favor.

11:37 AM

4.3 Authorization of legal expenses for Brock Reuter and Daniel Simeone

 Whereas we started legal proceedings in the case of PGSS v. Handleman;
 Whereas Legal Counsel has requested the testimonies of Brock Reuter (Former Legal Officer) and Daniel Simeone (Former President of PGSS) in relation to our case;
 Whereas they are necessary to support our claim and therefore the success of our action;
 BIRT the Executive Committee authorizes the repayment of legal fees and travel expenses for the depositions of Brock Reuter and Daniel Simeone.

 4.3.1 BIRT that the executive committee authorizes the repayment of reasonable legal and transportation fees, up to $2000, for the depositions and Brock Rutter and Daniel Simeone.

 All in favor.

SG reminds the Exec that there is a legal case against Handelman on going, and there is a settlement offer we are discussing. In the meantime, the courts have asked to speak to two witnesses, Brock Rutter and Daniel Simeone, because they are key to the pass. AAO asks how much money? Suggest that without an amount, this needs to be tabled.

SG says that the answer is complicated because Rutter has requested legal counsel and Simeone is living elsewhere, so the amount is in the air at the moment.

AAO and EAO re-raise the the question about tabling without an amount.
FAO proposes an amendment to set a cap at $1000 or so and then if additional money is needed, we can request more.

SG says that this may be a low-ball.

MSO the point is that we can come back for more info if needed.

EAO proposes that a more detailed budget is required.

IAO speaks in favor of setting a certain amount subject to oversight and review by FAO and CMA before payout. Proposes a motion to amend.

Vote on the motion as amended, all in favor.

11:59 AM  4.4 Royal Victoria Site Consultation

Whereas in the Executive Committees Annual Work plan it is outline that we will consult PGSS membership about the Administration’s plan for the Royal Victoria Hospital site;

Whereas this consultation process is essential to establish PGSS’s position in relation to the issues, including future Board of Governor meetings and Senate standing sessions;

Whereas this consultation process has to be made in conjunction with Council;

BIRT the Secretary-General presents at the next Council meeting an outline of the consultation process;

BIRT the Secretary-General request a presentation be made at the next Council meeting by the Vice-Principal Communications and External Relations of McGill or a deputy from his office;

BIRT the External Affairs Officer request supporting documentation from the Office of the Vice-Principal Communications and External Relations in relation to this project such as presentations, working documents or other forms of communications which could be circulated to our membership;

BIRT the External Affairs Officer design a consultation template to be circulated to Councillors and the Membership at large;

BIFRT the Executive Committee authorizes the use of its membership listserv or Newswire to send the consultation document and additional information.

BIRT the Secretary-General presents at the December 3rd Council 2014 Council meeting an outline of the consultation process;

BIFRT the Secretary-General request a presentation be made at the December 3rd 2014 Council meeting by the Vice-Principal Communications and External Relations of McGill or a deputy from his office;

BIFRT the External Affairs Officer request supporting documentation from the Office of the Vice-Principal Communications and External Relations in relation to this project such as presentations, working documents or other forms of communications which could be circulated to our membership;

BIFRT the External Affairs Officer design a consultation template to be circulated to Councillors and the Membership at large;

BIFRT the Executive Committee authorizes the use of its Newswire to send the consultation document and additional information.[Friendly amendment:

BIRT the Secretary-General presents at the December 3rd Council 2014 Council meeting an outline of the consultation process;
BIFRT the Secretary-General request a presentation be made at the December 3rd 2014 Council meeting by the Vice-Principal Communications and External Relations of McGill or a deputy from his office;

BIFRT the External Affairs Officer request supporting documentation from the Office of the Vice-Principal Communications and External Relations in relation to this project such as presentations, working documents or other forms of communications which could be circulated to our membership;

BIFRT the External Affairs Officer design a consultation template to be circulated to Councillors and the Membership at large;

BIFRT the Executive Committee authorizes the use of its Newswire to send the consultation document and additional information. SG says he knows nothing to do this.

MSO and AAO volunteer to help the EAO design this consultation template.

BIFRT the External Affairs Officer, Member Services Officer and Academic Affairs Officer design a consultation template by November 26th to be circulated to Councillors and the Membership at large; IAO now read based on friendly amendment:

BIFRT the External Affairs Officer, Member Services Officer and Academic Affairs Officer design a consultation template by November 26th to be circulated to Councillors and the Membership at large;

IAO point of information: to clarify dates.

SG clarifies that the consultation starts in December with the document and the representative and we can work on it more in subsequent meetings.

AAO asks why it needs to go out in listserv.

SG says that or the Newswire, whichever is appropriate.

EAO says he isn’t comfortable designing this entire template alone. Requests a subcommittee to help.

SG says that the EAO is only putting together the document and input will come after because he, the SG, has no experience with the Royal Vic and feels he isn’t equipped to do this.

AAO asks if the purchase is complete.

SG says there is some stuff that is confidential so it’s moving forward but details can’t be discussed.

IAO proposes putting actual dates in rather than just the non-concrete drafting there.

Motion as friendly amended; all in favor.

4.5 Posting of Approved Minutes

WHEREAS at the November 5th Council Meeting a member asked why the online posting of minutes from various governing bodies were not up to date;

BIRRT any minutes not currently in the Document Management System be added to their appropriate streams by November 21st.

BIFRT that the Secretary General work with the Society Affairs Coordinator to post approved minutes no later than December 1st.

FAO motivates that as the whereas clause states, we were asked about this, it needs to be done, so let’s formally adopt it.
IAO asks if the unapproved minutes from previous execs are included.

FAO clarifies that it is only approved.

SG says that this is an unattainable deadline, because he doesn’t understand the scope of the issues.

MSO disagrees.

IAO clarifies that it is only what is on Ubriety being placed on the site.

SG asks if this also requires asking bodies if there are things not posted.

MSO requests that considerable effort be made to achieve this, it might not be perfect.

IAO wants to make it clear: DMS and Ubriety on the website.

IAO calls the question to a vote, AAO seconds.

All in favor.

12:30 PM

4.6 Intramural Sports Grants Program

Whereas in the SG’s Annual Work plan it is outline the creation of an Intramural Sports Grants Program (hereinafter ISGP);

Whereas the ISGP would be an important tool for the improvement of the mental health and physical well-being of PGSS members;

Whereas this project could be financed and implemented in different manners in order to achieve its objective;

BIRT the Financial Affairs Officer presents a report on the feasibility of this initiative and its possible financial impact on PGSS mid term and long term finances;

BIFRT this report be presented before next Council meeting.

SG motivates that this is part of his personal workplan. The issue is that there is a budgetary concern, we need to know what is allowed, SG is requesting the FAO to look in to the funding of this.

MSO asks what exactly this will entail.

SG clarifies that there is currently no support for graduate student sports teams, but he hasn’t moved forward with it yet. Proposes it like the existing grants program to focus on sports, can be used for t-shirts, registration fees, etc.

MSO says it should be clarified what it would be for.

IAO clarifies that this would be a subsidy for those that want to be involved in sports teams. It would be proportional to the graduate involvement.

FAO speaks against this as a grants program because many PGSAs are already doing this and taking this away from them is not cool. She is in support of the initial proposal to hook graduate students up to make teams as a services, but she doesn’t support the subsidizing grants part.

SG says that while some teams do this, not all of our units do this. This opens it up to everyone, not just specific units. This is not something that goes on University-wise.

MSO wants to know when this became a financial project.
SG that was always part of the request, but this is just a feasibility inquiry, we may decide to let it go later and just focus on a service.

IAO speaks in favor, yes a lot of PGSAs do this, but there are a lot of unaffiliated students and small PGSAs. We have the PGSLF and the grants program, so how would this be different?

FAO proposes a friendly amendment that it be presented to the December 3rd Council for feedback and wider consultation before we get into a major research project.

AAO calls the question to a vote, IAO seconds.

All in favor

12:45 PM

4.7 Titles President/Secretary-General

WHEREAS according to Section 1.4.1 of the PGSS Society Activities Manual (SAM), the composition of the Executive Committee is made of Secretary General followed by five other titled officers;

WHEREAS on March 12th, 2013, a divided-question motion failed at the PGSS Council to amend the several officer titles in the PGSS SAM;

WHEREAS the failure of this motion was published in student papers (McGill Daily- http://www.mcgilldaily.com/2014/03/post-grads-discuss-freedom-of-association/);

WHEREAS the Secretary-General has been using the title of “President” in all communication and membership representation, including but not limited to PGSS issued business cards and emails beginning at the start of his mandate regardless of Council’s failing of the motion;

WHEREAS the current email address directing membership and any visitors to the PGSS website and on the business cards to contact the Secretary General is president.pgss@mail.mcgill.ca;

WHEREAS this has become a concern among the Executive Committee members due to the lack of legal support and has been brought as a discussion item at almost all EC meetings, including the executive retreat, August 30th – September 1st, and EC meeting on November 4th, 2014;

WHEREAS this has become a concern among the Commissioners due to the lack of legal support and has been brought as discussion item at the Caucus meetings on September 10th and questions raised on November 12th, 2014;

WHEREAS at the Executives and Commissioners Caucus on September 10th the Secretary General agreed to discontinue the use of the title “President”, further agreed upon reordering the business cards with the changed title from “President” to “Secretary-General” being paid for personally, and further agreed to discontinue the use of the email address president.pgss@mail.mcgill.ca and reverse back to sec-gen@mail.mcgill.ca;

WHEREAS there was no motion brought forth at any Council meeting after March 12, 2014 to amend the PGSS SAM to change titles;

WHEREAS at the Executive Committee meeting on November 4th the officers brought as discussion item the title usage as grave concern given previous agreements made by Secretary General;

WHEREAS at the Executive Committee meeting on November 4th the Secretary General is recorded as saying that “is very much willing to stick to Secretary General [title] only” (as per the minutes);
WHEREAS at the Exec Commissioner Caucus on November 12th, the Secretary General said that the email being used is sec-gen.pgss@mail.mcgill.ca and that clarification had been sent to relevant bodies (as per the minutes);

WHEREAS Secretary General continues to use the email address president.pgss@mail.mcgill.ca in communication with PGSS officers and Mickie Guerrera, Administrative Assistant to Martin Kreiswirth from Office of the Associate Provost, as recorded on November 18, 2014;

WHEREAS the use of the title “President” is stipulated only once (1) in the PGSS Bylaws Section 3.3.2 and reads as follows:

3.3.2 The Board of Directors shall be chaired by the Secretary-General, who shall act as President of the Corporation. In the absence of a chair, the Board may appoint a Director to serve as interim chair.

WHEREAS the title “Secretary General” is used in all other mentions of the Secretary General in all PGSS documents counting as follows:

- PGSS Bylaws - 8 mentions,
- PGSS Society Activities Manual - 29 mentions,
- PGSS Society Policy Manual - 5 mentions,

WHEREAS the use of email as communication medium with the McGill higher administration, PGSS officers, commissioners, staff and members, and other bodies in the McGill community (including but not limited to SSMU, student papers, McGill Student Services) qualifies as representation activity according to Section 2, Subsection 1 - Duties of the Secretary General and Subsection 2 - Executive Committee according to PGSS SAM;

BIRT the Secretary General discontinues the use of email address president.pgss@mail.mcgill.ca, effective immediately, and an automatic forward/reply for all incoming emails be placed on the president.pgss@mail.mcgill.ca account to the sec-gen.pgss@mail.mcgill.ca;

BIFRT the Secretary General edits the signatures on all emails reflecting the correct title for matters of representation and communication;

BIFRT the Secretary General reorders the PGSS official business cards with the title “Secretary General” and brings to office all remaining business cards that have printed on them the title “President” in order to be recycled.

BIFRT the new business cards will not be covered by membership fees, but that Secretary General will pay from personal income.

BIFRT the Secretary General apologizes at the December 3rd, 2014 Council meeting for disrespecting the decision made by Council on March 12th, 2014 by the continued use of the title “President”;

BIFRT, with the exception of addressing the Council on December 3rd, the Secretary General complies with all of the above by the end of this week, Friday, November 21st, 2014;

BIFRT the Secretary General provides proof of measures taken by November 24th, 2014, including but not limited to:

- an official email sent to all PGSS officers, commissioners and staff members announcing the usage of the sec-gen.pgss@mail.mcgill.ca email address only;
- proof of payment to PGSS for reissuing the business cards;

MSO motivates that given the length of the motion, it shows where we're at. We've discussed ad nauseam in the past and we haven't been dealing with it.

SG speaks against it that some things have already been done- cards, the title has been struck, communications are coming from Sec-Gen with a few exceptions (specifically those for CFS). We can't get rid of an email because emails can be subpoenaed.

MSO says that obviously we're still getting emails from the President's account as of two days ago. It can be easily fixed by forwarding emails to the Sec-Gen account.

SG says that it has been fixed.

IAO agrees with the motion in spirit, but there needs to be a transition time. Vilifying an accidental send from elsewhere is not necessary.

SG says that this is very strong language and having a motion from the Exec is something he disagrees with.

FAO we have discussed this already, and these things aren't happening, we want this documents because discussion doesn't seem to work.

EAO moved to table.

MSO wants it to be voted on.

MSO called the question to a vote, IAO seconds.

Passes 4-2

4.8 Executive Appointment over HR matters

WHEREAS the BoD resolution from November 13th calls for one executive to be appointed to oversee HR responsibilities,

BIRT (insert exec here) be appointed to oversee HR matters.

FAO motivates that given the Board resolution, we need to vote on it.

IAO volunteers to do this, as does the FAO.

Discussion ensued.

BIRT the IAO be appointed to oversee HR matters.

4.9 Executive Committee Communications Plan

The Vice-Chair requested a report from the SG in relation to way the Executive team could improve communication.

The Sec Gen will present an oral report (10 minutes) with possible alternatives to improve communication.

SG: looking at things globally, a big issue is that of space. We don't have a common shared space to leave notes and images to show where stuff is.
Wants to make room 405 an exec office with a giant board with progress reports/notes on it.
Currently using email for communication- we should use an urgent tag to draw attention.

We need to be frank and honest with what we’re doing and where things are going. Bottling things up isn’t helping anything and it’s destroying communication.

We need to realize that people manage and do things differently, it’s a part-time job and we need to realize different expectations exist.

Read the bylaws. We are making decisions based upon what we expect from one another.

Managing expectations- we all need to send out a document clarifying what we are doing and what can be expected. There is no clear communication about that.

If we don’t address our expectations, we’re still going to keep having these problems.

AAO requested this in writing by December 3rd.

SG suggests that we need to draft an expectation document showing who is doing what and where things are in their personal priorities.

MSO makes a point that this is being done organically. We haven’t really been seeing this from the SG, but within the rest of the group, this is already happening.

AAO thinks there are some strengths, but there are wide holes. Specifically, how do we address things when they break down? She sees the SG as the person who has to pick up the pieces.

SG: please read the documents and follow them more closely.

IAO agrees with the AAO that there needs to be a crisis management program. Can we expect that if there is a break down, the SG can help us fix the problem?

SG says we aren’t reading, applying and implementing our bylaws. The flat structure relies on everyone working toward the resolution of a problem.

EAO suggests moving on.

5 Reports

5.1 Report on the Global Sustainability Literacy Test

Report of the SG on the Global Sustainability Literacy Test

2014-11-17 Report on the Global Sustainability Literacy Test

SG: you have the report, we’re above the Canadian average, but it was a low sample size. Look it over, let him know if there are questions.

5.2 CFS update Report

CFS update Report
We accepted the referendum dates, we're figuring out details for fee payment and such and finalizing other details.

6 Discussion Items

6.1 Anti-Austerity Protest

Council mandated PGSS to take part in the Refusons l'Austérité Protest that will be held on November 29th. Seeing the scope of the cuts made to Higher Educations will have grave consequences for McGill and our members, I believe it would be important for at least 2 other execs to get involved in organizing the event. Furthermore, we should all participate in the mobilization effort.

MSO will help, AAO won’t be at the meeting but can be available for the protest.

6.2 Refered by PGSS Board of Directors - Report on Lease Negotiations

SG meeting with Vilma for another thing, but will bring it up and see if there is further progress. We’re waiting on a counter offer.

6.3 PGSS Mental Health Video Project

After a short update on the project, I want to discuss SG’s continued participation in this project. Particular subject of interests is volunteer recruitment (especially McGill higher admin and professors) and funding applications. I would also like to ask the officers that they approach professors who they think would be willing to participate.

Please find attached the documents and graphics prepared and made public today on our platforms:

MHV Project - Call out for volunteers blurb
MHV Project - graphic design
MHV Project - Mission Statement
MHV Project - Action Plan
PGSS Mental Health Video Project (1)
PGSS Mental Health Video Project (2)
PGSS Mental Health Video Project (3)
PGSS Mental Health Video Project (4)

MSO wants the SG to still be involved, it’s just getting fun. There has been a student who has come forward, but we need to reach out to more professors. Exec support here would be helpful.
SG can do: revise the contract, give an announcement at the next Senate or BoG meeting, will draft something for professors and will send to group for editing, will speak with Varsity.

MSO venues for funding: Bell, SPF fund, Mary Brown Fund, and Discretionary and Innovation fund.

SG will reach out to Ollivier Dyens, but to manage expectations, that is all he can do.

FAO volunteers to oversee Bell grant.

EAO volunteers to reach out to SPF.

MSO will do the last two.

6.4 Proposed SAM modifications

1:09 PM

The Secretary-General is presenting before Council some modifications to the SAM and therefore wants your input on the proposed changes.

Proposed SAM modifications

SG: we omitted striking a Judicial Board modification so we have two items saying the same thing. There are other things that need to be changed (see the document).

FAO asks if this is a December proposal because there are issues she would like to discuss more in-depth, proposes tabling.

6.5 CFS referendum budget

1:11 PM

FAO explains there is a draft budget, requests the support of the exec to present to the BoD. This will be further discussed before the final approval.

General approval was given,

6.6 Internal Discussion Board of Directors Meeting-Sec Gen

1:12 PM

Discussion about the resolution made by the BoD at their last meeting.

SG is extremely worried about what happened. Proposes moving in to closed session.

All agree to enter closed session.

1:13 PM

Adjourned
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Attending

Gesa (internal.pgss@mail.mcgill.ca), Jennifer Murray (academic.pgss@mail.mcgill.ca), Juan Camilo Pinto (sec-gen.pgss@mail.mcgill.ca), Julien Ouellet (external.pgss@mail.mcgill.ca), Nikki Meadows (finance.pgss@mail.mcgill.ca), Brighita Lungu (membership.pgss@mail.mcgill.ca), Amy Vincent (society.pgss@mail.mcgill.ca)

Guests

ambourduge@gmail.com

6:37 PM Call to order

6:38 PM 1 Approval of the agenda

Add verbal Report by SAC- approved unanimously.

6:56 PM 1.1 Add Item: Monthly Update

SAC-

The referendum has pretty much wiped the office out and we are recovering.

Ubriety has their beta site and they’ve implemented 97% of the changes they’ve made. The TH issues the SAC can’t access, she will be working with the HM to work on that tomorrow. Has been working on beta testing and back and forth with the company but hopefully the final version will be live soon. The hope is that it will be working correctly, even though it has been slow. Will send link to the beta-testing site.

Asanna, the project management system, no one has really touched yet. (AAO requests a tutorial at the next meeting)

Requests that we’re vigilant on communication over the coming weeks as we’re all playing catch-up. Just to make sure that nothing falls into the cracks.

IAO-

Last week meeting with the IAC to plan out the events for the semester. Specifically all of the trips and Love/Sex week.

SG-

Has been coordinating the BoG student meeting (there is an agenda item coming).

Senate is tomorrow.

BoG if Feb 2.

FAO-

MCGSS/MCSS letter and the Peer Support network at MacCampus. Agenda items exist on all of these things.

AAO-

Working on a supervision series (3 part). Desperately in need of student panelists. Requests help recruiting.

Graduation time limits has become a huge topic for students. Losing access to services but being required to pay for them.

AAO asks that we respond to meeting requests because these times have been held in people’s calendars.

MSO-

Working on the mental health video. The quick update is that we got SPF funding and they encourage that we expand the project and ask for more money. Money needs to be used to cover the video costs itself. We also got the student services grant. One more is outstanding, will follow up this week. Other stuff is being ironed out but it is coming together.

Also working on the Ottawa trip next week.

CSS meeting today and there is a referendum question coming forward.

EO-

Explains the joint PGSS/SSMU council, its topic is going to be austerity at the government level and how to protect specific line items at the university level.

Separate voting cards with research presented by Conor. Things that are commonly supported will be placed on a common platform. The items will then also go back to the members.

Beginning to receive FIO applications, will be testing the system coming forward. SG volunteers to help with this.

FAECUM event on Thursday the 29th; protesting the Minister of Education, generally about austerity. Will keep us posted.

2 Discussion Items

6:40 PM

2.1 Amélie Bourduge’s Candidacy Interview for Internal Affairs Coordinator

A Special Congress will be held this Wednesday to fill the vacant Internal Affairs Coordinator at the FEUQ (previously occupied by Gene Morrow). The candidates are typically interview by the executives of all FEUQ member associations.

FYI Amélie was one of the volunteers who helped us during the referendum.

Job description

The coordinator of internal affairs is in charge of all communications with member associations. He must notably defend the point of view of associations within the executive and ensure good communication between associations in Quebec. He must also disseminate information and ensure the development
of the message for different campaigns. In addition, he must give logistical, material or organizational support to associations by making the demand and coordinating different FEUQ campaigns. Finally, he must be available at all times to answer questions from associations.

**EAO** motivates that every officer at the FEUQ has to go through interviews with member associations. This is the process of screening and democratizing the elections. Elections are in a Special Congress via Skype on Thursday.

**AB** introduces herself. The position that she is interested in is Internal Affairs Coordinator for the FEUQ and gave a bit of background. The President of the FEUQ personally asked her to step into this position. She is going to only fulfill the end of the mandate, but not run for a subsequent one.

**EAO** asks what she sees her role to be in this position?

**AB** explains that this role is the communications person between the member associations and the executive team of the FEUQ.

**EAO** asks about her availability over the coming months, asks if her schedule will allow it?

**AB** explains that as a French student, she must take a full course load, but she has an arrangement with the university to rearrange her schedule. She has experience with this balance, so she should be able to move things on.

**EAO** reminds the exec that she worked with us during the referendum last week and worked as a poll clerk and interacted with many of our members. Asked whether communication would be difficult with a student who is anglophone-only?

**AB** explains that she understands English, she isn’t fully bilingual, but she typically understands everything said and can usually find alternative ways to say things. There is also language support with others in the organization that can help if an issue arises.

**AAO** asks what she feels she will bring to the organization? (FEUQ)

**AB** explains that given the short time limit, she can’t bring about a lot of change but she will be able to help support existing initiatives and reach out to some other member organizations that have fallen a bit out of the loop due to short staffing on the part of the FEUQ.

**AAO** asks if there are any questions for us?

**AB** explains that she doesn’t have any questions, urges us to reach out via email if we have any additional questions for her.

**Discussion ensued.** The Executives were quite in favor of this candidate and support her election.

### 2.2 Mac Campus Peer Support Network

Mac Campus has requested financial assistance from PGSS to help launch a peer-support network at Mac Campus, similar to the one downtown.

**Discussion ensued.** The FAO and MSO are going to follow up and try to get more information and will follow up on it.
8:43 PM  2.3 Students-Board of Governors meeting

Discussion about this year’s Students-Board of Governors meetings. We will need to discuss PGSS's contributions to this event.

SG explains that every 2 years, though it is now every year. The BoG will have the Governors meet with students and discuss with them fairly informally. They want to host at TH, around Feb 19th. They have asked us to throw some money into the event.

FAO says she went to it a few years ago, it was a cool event, but says graduate student turn out was terrible, we should work on that. FAO suggests that perhaps we cover the space.

AAO asks that the budget in previous motions be looked into an an amount considered.

FAO will look into the budget, and book the room and get back to everyone with an e-motion.

8:48 PM  2.4 Letter to MCSS on behalf of MCGSS

MCGSS has unanimously approved this letter to be sent to MCSS. We should briefly discuss to keep everyone in the loop.

Letter to MCSS on behalf of MCGSS

FAO motivates. Asks that the execs look over one last time before it is sent tomorrow.

8:50 PM  2.5 Discussion of divest McGill initiatives

See attachments on upcoming work

https://docs.google.com/document/d/189hS46DHc21JWHFYK0xEP4tv-xxCTxFj1AeA1NHcXg/edit?usp=drive_web

8:50 PM  2.6 CFS Referendum Follow-up

Debriefing of the referendum, its process, what’s next, etc.

Discussion Ensued.

8:57 PM  2.7 Supervision workshop series

Discuss upcoming supervision workshop on Jan 28. Request for all EC attendance. Need 2 student panelists.

8:57 PM  2.8 Graduation Time Limitation Concerns

Discuss grad time limitation concerns and how EC can move forward. Students likely to present at council on Feb 4.
8:57 PM **2.9 the mental health video project - update**

A quick update on the status of the project and funding received thus far.

8:57 PM **2.10 Discuss Glen Move**

Discuss concerns regarding Glen Yard move, re: discussion with FAO.

9:02 PM **2.11 FEUQ - Delegation**

I need to know which execs will be able to attend the FEUQ meeting at l'UQAM on January 31st and February 1st.

I will send all the necessary documentation to members of the delegation.

_EAO explains that there will be 3 meetings in the coming weeks to prepare for this Congress. Asks that a couple execs come and join this delegation._

_MSQ, SG will join. AAO and FAO will get back to the EAO._

9:08 PM **2.12 Invoices David Borins**

I would like to discuss the payment of invoices sent by David Borins to PGSS. Attached to this item you will find the invoices and a summary explaining the fees and the total amount due.

_Invoices David Borins (1)_

_Invoices David Borins (2)_

_Invoices David Borins (3)_

_Invoices David Borins (4)_

_SG motivates. David Borins did help with this, though it wasn’t pre-approved. It should be paid._

_AAO and IAO support this._

_MSQ asks if they were pre-approved?_  

_SG says that some were and some weren’t, but that was primarily due to the timeline. The Board approved spending that was authorized by F. Longpre, but not other spending with D. Borins._

_FAO explains that these haven’t been paid because the spending hasn’t been approved any where yet._

_WHEREAS the PGSS has outstanding invoices due to David Borins and Company in the total of $4809.69;_  

_BIRT these invoices be paid immediately._

_FAO expresses her frustration that these weren’t pre-approved, but understands that they need to be paid._

_Vote- 4-0-2 (FAO and MSQ abstain)._
3  New Business

3.1 McGill Committee on Student Services (CSS) - students lunch meeting coverage for Winter semester

WHEREAS the CSS is a great venue for students and PGSS to affect important changes with wide impact on students’ campus life and services.

WHEREAS in order to do so it is key students, undergrads and grads, work together to for a unified position in negotiating with the McGill administrators on matters of great concern for students.

WHEREAS lunch meeting between students scheduled before the CSS meetings where extremely effective in the past with big successes given there was an opportunity to plan every movement and discussion beforehand.

BIRT PGSS allocates 400$ to cover the lunch meeting costs for approximately 10 students (10-15$ per student) for the next CSS monthly meetings, 100$ per lunch meeting maximum. Proposed budget line is “Executive - Commissioners Caucus Discretionary Spending” / “Meetings”.

MSO motivates that this is a bit of a "tradition" that has existed for the past few years. It didn’t happen last semester, but it should happen this semester. Requests somewhere between $50-$100 per semester. It helps the student position on these issues, they caucus beforehand to make sure that there is a unified student voice.

EO asks if we need shared Exec-Commissioner permission to use this line item?

FAO. proposes that this be referred to the Exec-Commissioner caucus.

Unanimous vote to refer.

7:25 PM

3.2 Cost of trips for event leaders in IAC events

WHEREAS in the past, the costs of events for event leaders have always been covered by the Event’s budget;

BIRT the costs of the events be covered for the leaders (typically IAC members) by the Event budget.

Vote- unanimous.

7:28 PM

3.3 Federal Government Trip to Ottawa/Gatineau

WHEREAS, according to CaPS, due to government cuts the Networking and Career opportunities event that would have taken place on our campus each year came to a stop a few years ago.

WHEREAS the PGSS MSO together with the PGSS SLC has been working on the logistics of this project since the month of October in collaboration with CaPS director, Darleene Hnatchuck and AUS VP External, Lola Baraldi.

WHEREAS this is a great service we would offer to those students who are interested in working with the government.
WHEREAS all 40 available (including staff, 36 students in total) places have sold out last week and our office sent the list of participants to government representatives today.

WHEREAS this is a special occasion for McGill students and Student Services offices due to the fact that a government representative works on our campus only for this year as part of an exchange program. His name is Patrick Austin Brennan and he is McGill’s Institute for the Study of International Development Executive Director (http://www.mcgill.ca/isid/staff/executive). He proposed this project to us and offered to collaborate and bring it to fruition. He is interested in turning this into a yearly event, with possibility to extend the invitation to other Montreal universities depending on the success of this event.

WHEREAS McGill Alumni Association has promised a 700$ contribution for the Networking cocktail event to take place at the Crowne Plaza Hotel where McGill students, McGill Alumni and government representatives are invited to participate. The total budget for this event is ~1500$, pending the hotel's invoice.

WHEREAS this is a unique opportunity for PGSS representatives to make contact with government officials and discuss matters of common interest to our members, such as employment and education.

WHEREAS as student leaders, the PGSS representatives can put PGSS and McGill graduate students' matters on the government map more poignantly than other graduate students who are not involved in student politics.

WHEREAS CaPS will be covering the costs of one employee who will guide the students through the meetings. The First People’s House covers the cost for 3 self-identified first nations students. Their participation was strongly requested by government representatives.

BIRT PGSS contributes 500$ for the Networking event, pending hotel invoice. Proposed budget line is “Community”.

BIFRT PGSS covers the costs for MSO’s and the PGSS Student Life Coordinator participation, the total being 374$ all taxes included. This will cover transportation and 2 nights of accommodation. Proposed budget line is “Travel & Conferences”.

BIFRT PGSS covers the costs of snacks and refreshments of ~70$ for the networking workshop offered by CaPS on Tuesday, January 20th, 5:30PM.

MSO motivates that since the beginning of her mandate she has been interested in working with CaPS to help provide more services to graduate students. CaPS, PGSS, AUS and SSMU have been approached about supporting this event. They need student support to make it happen, so PGSS is working on it. It may be a repeat event and an expanded event in the future.

FAO asks for clarification where the $1500 is broken down.

MSO explains that it has been broken down an split between others.

AAO suggests maybe we should amend the $500.

IAO asks what the break down of graduate students vs. undergraduate students?

MSO says it’s roughly 40% PGSS, but the numbers are still fluid.

AAO and IAO suggests that the graduate student enrollment is too low for a proposed amount of $900.

EAO explains that he sees this year as an experiment. Graduate students do need alternative jobs, perhaps this could provide good opportunities.

MSO echoes the EAO’s thoughts.
FAO suggests that we already have a staff member working on this event, asks why we’re sending an executive as well?

MSO says that an executive may be more useful than staff.

EAO suggests that sending an executive would be good to explore the program and see whether it is “worth” it.

AAO proposes that we not contribute to the networking event. It is a lot of money for an event not directly contributing to PGSS. Asks how this would be seen?

IAO agrees with the AAO, and says that there has been a change in budget. Suggests proportioning the leftover amount after the Alumni amount has been paid in, and/or split it three ways. Also suggests that we don’t need a two leaders for a bus of 12 members. Also questions why we’re paying for a CaPS event, is it related? Asks where this is coming?

FAO expresses concern that the PGSS is paying more into this project and giving more support than the other involved groups.

IAO Amendment:

BIRT PGSS contributes $700 from the Travel and Conferences budget line to the event to be allocated as necessary.

Voting on the Amendment—unanimous.

Voting on the Main motion—unanimous.

3.4 Co-signature - Human Rights of Student in Egypt’s Protests

7:55 PM

Whereas A. Kaats as asked us to co-sign the following letter.


BIRT PGSS will Co-sign this Amnesty International Letter

Co-signature - Human Rights of Student in Egypt’s Protests

EAO motivates by explaining that there is a protest going on in Egypt and that the students protesting are having their human rights suppressed. It was brought to our attention that there are students that would like us to support this, and it is something that the PGSS has done historically.

IAO suggests committing this to council. He doesn’t feel like this is something that the executive should do alone. What is happening is in Egypt is do far beyond anything we can do, expresses concern about taking a vocal stand on world issues.

EAO says we don’t have time, it needs to be done before the 25th.

AAO asks why this is so time-sensitive.

EAO says it is because of the deadline set by Amnesty International, they’re collecting and submitting all letters uniformly. Feels that the language is fairly neutral and there is a history of supporting this.
IAO asks if any others have taken a stance on this?
EAO says that SSMU and FAECUM are considering it.
FAO asks what happens if this is endorsed?
EAO says we will be added to a list of groups that will be signed onto a letter?
SG calls the question.
Vote-
4-0-2 (FAO and IAO abstain).

3.5 Request to host photo exhibition on Ukrainian Maidan protests at Thomson House

8:04 PM
This is a discussion item not a motion. The Music students want PGSS to support and host this event in TH for a couple days. It will be hosted in SSMU for a few days too.
EAO suggests that they can set it up with the House Managers, but the Exec not be directly involved.
AAO also suggests that we let them also present at Council.
IAO agrees and says that he will put it in the Newswire too.

8:08 PM
3.6 Resignation of the Secretary-General

 Whereas the Secretary-General has presented his resignation;
 Whereas the PGSS Bylaws and Society Activities Manual establish that in case of resignation by an Officer of PGSS a By-election must be hold;
 BIRT the Executive Committee accepts the resignation of the Secretary-General;
 BIFRT the CRO commence immediately the By-election campaign period for the nomination and election of the new Secretary-General.

Resignation of the Secretary-General

Motion to move to closed session:
Vote-unanimous.

Amendment in Closed-session:

BIFRT that Juan Camilo Pinto will retain his current seats on the McGill Senate and the McGill Board of Governors until May 31, 2015.
Vote- 3-0-2 (FAO and MSO abstain)
Main motion vote: passed unanimously
9:14 PM  **Adjourned**
# Agenda

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Attendees
External Affairs Officer (Julien Ouellet), Academic Affairs Officer (Jennifer Murray), Financial Affairs Officer (Nikki Meadows), Internal Affairs Officer (Gesa), Member Services Officer (Brighita Lungu), Secretary-General (Juan Camilo Pinto)

5:05 PM Call to order

1 Approval of the agenda

5:06 PM

AAO motions to add two discussion items:
CRO fee increase
Principal's meeting of Feb 16th
Vote: unanimous

1.1 Add Item: CRO Fee Increase

5:59 PM

FAO motivates that the CRO has submitted documents stating that he is going to be raising his fees.
BIRT that the Executive Committee accept this proposed fee increase.
Vote: unanimous

1.2 Motion to Remove: CRO Fee Increase

6:02 PM

2 Floor Items

5:19 PM 2.1 September 10th Executive Meeting

Vote: unanimous

5:20 PM 2.2 September 25th Executive Meeting

Vote: unanimous
5:20 PM  2.3  November 19th Executive Meeting

Vote: unanimous

5:20 PM  2.4  December 2nd Executive Meeting

Vote: unanimous

5:20 PM  2.5  December 10th Executive Meeting

IAO is concerned that he said things before the final motion and they are missing. He doesn’t remember what was said, but it isn’t in the minutes so he is hesitant.

AAO feels that tabling this is appropriate because we don’t have time to get to this. They contain sensitive things.

Motion to table: unanimous.

3  Announcements

5:24 PM  3.1  EC team update

All provide a 3 minute update of work over the last week.

4  New Business

4.1  Referred by Executives & Commissioners - McGill Committee on Student Services (CSS) - students lunch meeting coverage for Winter semester

WHEREAS the CSS is a great venue for students and PGSS to affect important changes with wide impact on students’ life and services on campus.

WHEREAS in order to do so it is key students, undergrads and grads, work together towards a unified position in negotiating with the McGill administrators on matters of great concerns for students.

WHEREAS lunch meetings between students scheduled before the CSS meetings where extremely effective in the past with big successes given there was an opportunity to plan everyone’s input and discussion beforehand.

BIRT PGSS allocates 400$ to cover the lunch meeting costs for approximately 10 students (10-15$ per student) for the next CSS monthly meetings, 100$ per lunch meeting maximum. Proposed budget line is "Meetings".

Approved by eMotion.
4.2 Delegation to GU-15

Whereas the next GU-15 conference will be held from
Whereas we have been asked to attend to confirm our presence at this meeting.
Whereas the GU-15 has admittedly been bloody useless so far and is sustained only thanks to FAÉCUM’s significant time investments.
BIRT that PGSS sends the EAO to the April 5th to 8th GU15 conference in Calgary.
BIFRT that the budget for this travel be set by the EAO in consultation with the FAO.
BIFRT that a committee of 3 PGSS executives be formed to present an efficient set of By-Laws to the GU15.
BIFRT that these proposed By-Laws be sent to council for approval and brought to the attention of the GU15.
BIFRT that PGSS will permanently discontinue its participation in GU15 meetings, unless the GU15 adopts a functional set of by-laws.
BIFRT that PGSS will continue the co-signature of GU15 open letters if they are deemed pertinent by council.

EAO motivates that we have been asked to send a delegation to Calgary at the next GU15, but he thinks we should consider those meetings following this one. He is concerned that little is being done at these meetings, and what can be done can be done electronically or by other means. The group sentiment is fairly loose and we may not be getting a good return on investment on this one.

AAO is concerned that this is a very big move and inquires whether the EAO has reached out to other member organizations.

EAO explains that other groups have been reached out to. He is concerned that it is a huge investment for little return and thinks that the PGSS should still participate but maybe not attend conferences.

MSO reached out and found out that PGSS was a founding member. She is concerned that the EAO only has a limited knowledge of the group. It is more of a networking opportunity than a voting body. Reiterates that it is important to work with bodies outside of Quebec in the future.

AAO seconds the MSO’s sentiments
IAO asks how different GU15 is from SUDS.
EAO confirms that they’re similar and that perhaps SUDS is a more important body to participate in.
AAO requests tabling this and looking over more documentation for the next meeting. She feels that the motion is quite strong and she wants more information to make a decision.
MSO requests reports on the FEUQ, SUDS, and GU15 to help inform this decision.
FAO echoes the sentiments of the MSO and AAO

Motion to table: Vote 5-0-1 (SG abstained in absence)
5 Discussion Items

5.1 Tabled - Discuss Glen Move

Discuss concerns regarding Glen Yard move, re: discussion with FAO.

5.2 Tabled - Graduation Time Limitation Concerns

Discuss grad time limitation concerns and how EC can move forward. Students likely to present at Council on Feb 4.

5.3 Discussion of SG seats on Senate and Board of Governors, EC-Commissioner motion

Discussion of SG retaining seats on Senate and Board of Governors for remaining academic year. Review bylaws and SAM.

AAO motivates that this came from the exec-commissioner caucus. There is concern that in light of the vote of confidence and resignation, this should be reconsidered.

SG explains that he resigned from both places so there is no need to discuss it.

FAO raises a concern that the EC needs to rescind this motion because it goes against our own documents.

Motion from the Floor:

WHEREAS the Executive Committee made a motion to let Juan Camilo Pinto retain his seats on the McGill BoG and Senate following his Feb 16th resignation;

WHEREAS Mr. Pinto will not hold these positions following his resignation on Feb 16th;

BIRT the Executive Committee rescind the clause referring to his occupation of these seats as made in the resolution of January 20th, 2015.

Vote: passes unanimously

5.4 Staff concerns

I received an email last week that I’d like to discuss with the Executive Committee before deciding how to best proceed.

EOA motions to enter closed session.

Vote: unanimous.
5.5 Peer Support Network at MacCampus

Follow-up on some of our previous discussions. The FAO has been able to track down some information that may change how we intend to proceed.

6:01 PM 5.6 Political/Media Attaché

Considering that:

1. We are in a very good position at the FEUQ right now, but the transition between EC’s every year often leads to instability in our ability to carry out representation.

2. While we are pleased with the FEUQ, preparation for FEUQ congresses and advocacy that are not on our priority list can be nearly impossible for an EAO without structural support.

We should consider the possibility of hiring a political/media attaché to assist the executive committee in external advocacy work.

6:04 PM Adjourned
Agenda

1 **Floor Items**
   1.1 November 4th Executive Meeting
   1.2 February 3rd Executive Committee Meeting

2 **Approval of the agenda**
   2.1 Add Item: Approval of Dec 10 minutes
   2.2 Motion to Reconsider: Approval of Dec 10 minutes
   2.3 Add Item: Press release (EAO)
   2.4 Press release (EAO)
   2.5 Add Item: Announcements general
   2.6 Motion to Reconsider: Announcements general
   2.7 Motion to Reconsider: Approval of Dec 10 minutes
   2.8 Motion to Reconsider: Press release (EAO)
   2.9 Add Item: Fee rearrangement

3 **Approval of the minutes**
   3.1 Approval of Dec 10 minutes

4 **Discussion Items**
   4.1 The Future of PGSS’s National Representation
   4.2 Discuss staff event
   4.3 Request for report from the Board
   4.4 Discuss divest initiatives
   4.5 2015-2016 Proposed fee increases
   4.6 Lease Negotiations Feb 2015 (Closed Session)
   4.7 CFS Referendum at DSU
   4.8 McGill/PGSS MOA Draft
   4.9 Fee rearrangement
   4.10 Improving Transparency (from Yony)

5 **Announcements**
   5.1 FAO report for Yony
   5.2 Announcements general
   5.3 AAO Report for Yony
   5.4 Announcements general
   5.5 Contingency Fund use
   5.6 Announcements general

6 **New Business**
   6.1 GU15 Conference, April 2015
   6.2 Equity Commissioner Leave of Absence
   6.3 Rassemblement National Académique - AGE UQTR (Trois-Rivières)
   6.4 Pre-Approval of Crisis Related Travel Expenses
   6.5 Annual Campaign CNCS (Phonaton)
   6.6 PGSS Team Building (from Yony)
Attending

Member Services Officer (Brighita Lungu), Internal Affairs Officer (Gesa), Financial Affairs Officer (Nikki Meadows), External Affairs Officer (Julien Ouellet), Academic Affairs Officer (Jennifer Murray)

Guests

Yony Bresler

6:46 PM  Call to order

1  Floor Items

6:48 PM  1.1 November 4th Executive Meeting

Approved unanimously.

6:51 PM  1.2 February 3rd Executive Committee Meeting

Approved unanimously.

2  Approval of the agenda

7:01 PM  2.1 Add Item: Approval of Dec 10 minutes

7:01 PM  2.2 Motion to Reconsider: Approval of Dec 10 minutes

7:01 PM  2.3 Add Item: Press release (EAO)

7:02 PM  2.4 Press release (EAO)

CLOSED SESSION
2.5 Add Item: Announcements general

MSO announcement

MSO: there is contingency fund built into health insurance fees. This would be the first time we are using the contingency fund. MSO is working with FAO and HC to figure out the procedure.

IAO: what's the source of the contingency fund?

FAO: our health and dental plan has a 2% cap to provide funds for contingency plan.

IAO: How much of budget spent on this?

MSO: $2000 max.

MSO: the mental health video director is no longer working with us (stepped down). MSO trying to find another filmmaker. She may have a potential student (camera person confirmed and lights technician confirmed). The aim is to finish video by end of April / early May. Family Care Caucus has two new chairs, which is great. They are developing projects, etc.

IAO: Do we have contact with these chairs? MSO: yes. IAO needs one person on his IAC committee.

AAO: Question about Senate and family care.

MSO: No longer need a question at Senate

MSO: working with new Family Care Coordinator to represent students across SSMU, PGSS.

AAO: MSO and AAO will work together to prepare the application for Family Care Coordinator selection committee position.

MSO: transparency issue on funding and student services (brought up at joint council with SSMU). working on question for Senate. CSS reps will contact SG and AAO.

EAO - no report, will come later in the meeting

IAO report:

IAO - Newswire and events - curling on the 21st of March. IAC meeting tomorrow.

FAO: still has a hold on Habs tickets for the exec (in a week)

Yony: will take HR position back

AAO report

- time limitation, divest, senate

FAO report

FAO: wants to wrap up the lease negotiations. MOA - wants to sign by end of the month. MCSS: working on it. Legal stuff: appeal dropped. PGSS vs Handelman - starting depositions. Starting next week w/ Daniel Simeone and others. PGSS and building fund levy on the agenda for tonight. Structure, etc - working on it. Budget for next year needs to start being put together. Referendum: final results in a few weeks ago. Formal request to disaffiliate sent 2 weeks ago. The CFS has until June 2015 to ratify. Dawson - we have been asked for help in their April referendum. Grants policy - working on a new application.
2.6 Motion to Reconsider: Announcements general

8:02 PM

2.7 Motion to Reconsider: Approval of Dec 10 minutes

8:03 PM

2.8 Motion to Reconsider: Press release (EAO)

9:01 PM

* CLOSED SESSION *

Whereas we believe that significant portions of the FAÉCUM report contains unfair criticisms of the FEUQ.

BIRT PGSS will collaborate with other FEUQ member association to issue a press release containing, but not limited to, the criticism of the FAÉCUM report on the FEUQ.

vote: 5-0-1

2.9 Add Item: Fee rearrangement

9:59 PM

FAO is trying to figure out where this fits. We have two funds that have a lot of money in them that isn’t touched or are outdated fees where money is now sitting without another place in which to allocate it.

Discussion ensued.

3 Approval of the minutes

3.1 Approval of Dec 10 minutes

7:01 PM

Approved unanimously

4 Discussion Items

4.1 The Future of PGSS’s National Representation

7:45 PM

On February 25th FAÉCUM announced that they would be leaving the FEUQ at the end of March through a vote of their annual congress.

PGSS is now part of the trilateral alliance between AÉESG (UQAM management) & AEP (Polytechnique Undergrad). In the coming weeks and months, this alliance will set up an open forum aimed at either launching a new student federation or jump-starting the FEUQ after implementing major reforms designed to attract potential partners.

While these are very unstable times, they present us with tremendous opportunity to reshape and modernize the student movement.
Since December, PGSS has established a large network of allies, and acquired a high degree of credibility and trustworthiness.

As a result, we are now in an unique position of leadership, which we should use to cement our position for years to come and for the good of the student movement.

Here are some of my notes to get a overview of the situation. Note, that at the moment it’s our alliance vs. FAÉCUM vs. CADEUL, but that CADEUL and FAÉCUM might eventually join forces. I wrote these for myself so they aren’t meant to be intellible.

New Federation Project
- Allies (main core)
  1. PGSS (8,500)
  2. AÉESG (13,700)
  3. AEP (6,000)
  Sub-Total=28,200
- Co-allies (since Saturday)
  4. ALIÉS (Laval Grads)=11,000
  5. AGEUQAT (Abitibie-Témiscamingue) = 3,700
  6. FEUS (Sherbrooke Undergrads) 14,000
  Sub-Total=28,700
New Federation-Grand Total of Students=56,900
- Adversaries-
Known "Allies" to FAÉCUM's Project
  - FAÉCUM
  Total=39,000
vs.
Known "Allies" to CADEUL's Project
CADEUL (Laval Undergrads)
Total=31,000
Main Unaffiliated Targets
+ SSMU (1)
? CSU
+ AÉCSP (1)
? MAGE-UQAC (1)
? AGECAR
? AGEUQTR
Motion to move into closed session.

9:12 PM  **4.2 Discuss staff event**

See my email and doodle. Finalize date for staff event.

*S-G: There are 16 people. One possibility would be not dinner, but a standing / talking event.*

*FAO: we could rent a pool hall and serve appetizers, etc.*

*We will discuss this and decided by 5pm tomorrow.*

9:16 PM  **4.3 Request for report from the Board**

Request for update on Board activities relevant to the EC.

*FAO: FAO to give an update from the Board by the next EC meeting.*

*SG: request for further discussion.*

9:25 PM  **4.4 Discuss divest initiatives**

-AAO update on progress regarding divest initiatives.

*AAL discussed in her report.*

9:27 PM  **4.5 2015-2016 Proposed fee increases**

Given that the new lease will require us to pay utilities and total costs will be more substantial than in the past, and with the CFS payout that was made to trigger the referendum, we may want to consider raising our fees for the coming year. The attached document is only a draft for consideration.

2015-2016 Proposed fee increases

*FAO: We will be paying more going forward, given the amount paid to CFS and the fact that the fees haven't been indexed for the past 5 years. This is a proposed fee increase that may work. Increases proposed are 1) Special Projects Fund, 2) membership fee and 3) Thomson House fee levy.*

*S-G: Rent increase is substantial in % but a small % of our budget. He understands that some of this is related to the CFS, but is not clear on how we will cover the fees. He asked the FAO to clarify.*

*FAO: We haven't indexed the fees in a while. In terms of special projects fund, a lot of this will be CFS-directed.*
MSO: wants to see a full budget report as we have not seen this in a while. She wants to see what’s going on with some lines in red and wants to see if a fee increase is necessary. MSO wants to have a budget discussion before discussing a fee increase.

EAO: agrees that there is a need to review the budget

IAO: how did these numbers come about?

FAO: through discussions with the Business Manager. Numbers are based on the fact that we do not index and haven’t been indexing fees. It also has to do with how much we project to have to spend (especially the TH fee).

IAO: clarification - scheme by Monetary Affairs Committee?

FAO: Came from the Business Manager and FAO.

MSO: not indexing is not a reason for increasing the fee. She wants to see how much is coming in and why we need this fee increase.

SG: this is a serious proposal- can we hold a special referendum? This would cost hundreds of dollars.

FAO: we risk voter burnout if we run a separate referendum.

EAO: concerned about the risk of a slim chance of passing the referendum, whereas adjusting to inflation is reasonable.

FAO: the CRO needs this information because it needs to go on the agenda for Council & the upcoming AGM.

MSO: Is going to Council next week? FAO: yes, if we want referendum to happen.

MSO: doesn’t budget have to be presented twice a year?

IAO: are we running a deficit this year?

FAO: yes, with CFS stuff.

IAO: is the business making a profit? with the current proposal, will we be making a profit?

IAO: we have always advocated for lower student fees. All questions asked here will also be asked at Council and at the AGM.

SG: proposes that the EC needs more information to review before we finalize it. We seem to be agreement that we need these fee increases.

IAO: all need to adjust to inflation, but if meeting budget at moment, then don’t have to adjust to inflation. Is it necessary to increase the fee? why not levy a temporary fee to levy the membership.

AAO: proposal: this document should go forward to the CRO and the EC requests a document that explains the fee increases before Council on March 11th.

MSO: requests an updated budget

AAO: a request for public budget that is easily interpreted to the EC, Council, etc. We need to have a budget that we can all understand and improve transparency

IAO: if this passes today, have no chance to amend.

IAO: request that we meet before Council next week.
SG: we will call emergency meeting for next week. The sentiment is that we should see more details of the budget.

IAO requests a working document before our meeting

SG request for context - when is the last time we had a fee increase?

S-G proposes the following motion:

** BIRT the Executive Committee present a current version of the proposed fee increase to the Chief Returning Officer to be included in the March 11th Council and Annual General Meeting agendas. **

** BIFRT the Executive Committee shall meet at least one more time before this document is presented to Council in order to finalize the numbers and attach a report. **

vote: 6-0-0

4.6 Lease Negotiations Feb 2015 (Closed Session)

This is the most updated offer from McGill. Look it over, and I'll provide further update in closed session.

Lease Negotiations Feb 2015 (Closed Session)

** CLOSED SESSION **

4.7 CFS Referendum at DSU

Dawson's referendum is scheduled for April 2015 and they've asked for PGSS to help them organize and mobilize.

4.8 McGill/PGSS MOA Draft

I've been meeting with Vilma to negotiate the McGill/PGSS MOA, I've already submitted my comments, please look over the document and let me know if there are other changes that should be made in my next meeting with her.

McGill/PGSS MOA

Table to next EC meeting (next week)

4.9 Fee rearrangement

4.10 Improving Transparency (from Yony)

I'd like to discuss how we can improve transparency at PGSS, between the different governing bodies, and to our members.
5 Announcements

8:01 PM 5.1 FAO report for Yony.

Notes in general announcements.

8:02 PM 5.2 Announcements general

8:02 PM 5.3 AAO Report for Yony

AAO report for Yony.

8:02 PM 5.4 Announcements general

9:57 PM 5.5 Contingency Fund use

FYI we have a student who is looking into using our Contingency Fund. I am working with HC and FAO that the student indeed qualifies and is being reimbursed swiftly as stipulated in the Contingency Fund policy. For confidential reasons I cannot give you much more details.

9:57 PM 5.6 Announcements general

6 New Business

8:05 PM 6.1 GU15 Conference, April 2015

Whereas the first 2015 GU15 Conference, which PGSS members annually attend, is scheduled for April 6-8, in Calgary Alberta.

Whereas PGSS has a number of relevant agenda items (e.g., Student Services, Family Care, Mental Health, Supervision, Graduation time limitation) to discuss with our fellow GU15 members, while networking and discussing other graduate student topics.

Whereas a budget of $4000 was previously set for all travel costs for PGSS officers attending the conference (EC13-02-#19).

BIRT up to $4000 be allocated from the Travel Budget line to support PGSS representation (current MSO and Health Commissioner) to attend the GU15 in Calgary.
GU15 Conference, April 2015

MSO: HC and MSO interested in attending.

IAO: February minutes had an agenda item regarding the GU15.

EAO: spoke with HC and MSO. Thinks the GU15 is not very useful to us right now. The problem with GU15 is that it keeps dying and being rebuilt. and it takes a lot of money to sustain. He is not convinced that what we get in return is worth it. We can try one last time. No one is fully engaged - want it to remain confederative. Not efficient.

FAO: when is the event? Do any of the current execs want to go? FAO is interested in going.

MSO: agrees that an EC member should go if available.

SG: If we decide to send someone, the person we should send should be around next year.

EAO: 2 questions: 1) who do we need to send? 2) how many people? Most associations brought one person last year. Not something that needs a lot of womanpower (author’s edit), but a question of who is most pertinent.

IAO: Do MSO and HC have prior engagement with GU15? HC went 2 years ago.

IAO: recommend sending one person who is an EC

EAO: Point of information: She spoke to the president of U of Calgary and the research officer at FAECUM - most relevant time of GU15 might be this year.

MSO: good to have 2 people there

AAO: would advise sending 2 people, better to have 2 people to discuss at the conference, and improve our federal representation

EAO: GU15 does represent us well, and it’s not a good idea to send 2 people. Other organizations are sending just one.

FAO: there is a need for institutional memory for representatives at this meeting

SG: Point of information - this is more about student services than about advocacy. Question to FAO - where are we in terms of spending the travel budget?

MSO: GU15 is very relevant to student services. We can learn a lot about this. MSO is considering running again next year and will therefore be around for one year.

FAO: There has been $6000 spent in our budget for travel and conferences

MSO: would like to see travel budget

IAO: proposal to amend.

BIRT up to $1500 be allocated from the Travel Budget line to support PGSS representation for Member Services Officer to attend the GU15 conference in Calgary.

vote: 3-3-0

IAO: We do not need more than one person. No matter how cheap it is, it will be double if we spend double the amount.

FAO: Point of information - the SUDS conference was a different event
Amendment: BIRT PGSS sends one representative to travel to the GU15 conference in Calgary with an appropriate budget as expended.
vote: 4-0-2

main motion - same BIRT clause
vote: 3-1-2

MSO against
SG and EAO abstained

6.2 Equity Commissioner Leave of Absence

WHEREAS the Equity Commissioner has an academic commitment in Germany between March and April 2015;
WHEREAS the SAM (Chapter 2, Section 1, 5.8) allows for a one month leave of absence subject to executive approval;
BIRT that Equity Commissioner be granted a leave of absence from the 23 March to the 23 April.

FAO: this is an academic commitment for the Equity Commissioner
vote: 6-0-0

6.3 Rassemblement National Académique - AGE UQTR (Trois-Rivières)

Whereas we have been invited to take part in the RNA.
Whereas our contacts have informed us that this conference is shaping up to be the stage of a major sells pitch by both FAÉCUM and CADEUL.
Whereas many of our allies have confirmed that they will also be sending delegations to this conference.
BIRT PGSS will send the External Affairs Officer, Secretary General, Academic Affairs Officer, and a member of the EAC to this conference.
BIFRT PGSS will cover 40$ worth of food for each delegate & up to 80$ worth of transportation costs.
These 240$ shall come out of the travel & conferences budget.
Move to closed session for discussion.
Discussion ensued.
Amendment: EAO + 1 and adjusting budget place SG and AAO with two other PGSS representatives selected by EAO.
vote: 3-3-0 - amendment fails
Amendment: EAO will select two PGSS representatives and one member of EAC to attend this conference.
vote: 4-1-1 amendment passes
MSO opposed

Main motion
vote: 4-0-2
motion passes

8:48 PM 6.4 Pre-Approval of Crisis Related Travel Expenses

Whereas the Quebec student movement is currently facing a highly volatile situation.
Whereas the EAO might be called to meet with many associations throughout Québec in order to help create a new federation.
BIRT that 3 sets of 400$ will be made available for the EAO and his delegates so that they may meet with other student associations throughout Québec. These funds shall cover cost of food, transportation and hotels.

EAO: requests to create an emergency fund for travel to meet with other student associations.

FAO: this is the type of thing that an e-motion is designed for. She feels like there should be more oversight on emergency.

EAO: e-motion = too vulnerable because it can't be explained quickly enough.

SG: Point of information - discussion of e-motion

EAO: recommends BIFRT the Executive Committee must be informed if trip was frivolous and spending was outrageous.

Friendly amendment was proposed:

BIRT that 3 sets of $350 will be made available from the travel budget line for the External Affairs Officer and his delegates so that they may meet with other student associations throughout Québec. These funds shall cover cost of food, transportation and hotels.

BIFRT the External Affairs Officer must inform the Executive Committee of the planned trip before the use of fund and report back on usage of the fund as soon as the trip is over. The Executive Committee can then decide if the spending was beyond reasonable and External Affairs Officer would need to reimburse PGSS.

vote: 5-0-1

* END CLOSE SESSION *

8:55 PM 6.5 Annual Campaign CNCS (Phonaton)

Whereas the CNCS-FEUQ’s (Conseil National des Cycles Supérieurs) annual campaign is to have the Couillard government restore the PNRI (Politique Nationale de Recherche et Innovation).

Whereas the PNRI would have bonified the scholarship pool by roughly 12 millions.

 Whereas PGSS suggested that a telephone campaign targeted at MNA’s might help galvanize the annual campaign of the CNCS, and facilitate the president’s lobbying efforts.
Whereas this idea was well received at the last FEUQ campaign, and other associations have agreed to partake in that campaign.

Whereas researchers generally enjoy a fair level of credibility.

Whereas this would not be excessively time and resource intensive.

BIRT that the PGSS executive will dedicate 30 minutes of their time to that phone campaign.

BIFRT that the PGSS executive will encourage students to partake in this phonaton through official channels.

Note: This phonaton can be carried in French and English

Discussion ensued

vote: 4-0-2

8:59 PM 6.6 PGSS Team Building (from Yony)

The following motion was submitted by Yony.

Executive & Commissioner Group Dynamics Workshop Proposal

Whereas the 2014-2015 Executives have faced a number of issues that have significantly impacted the functioning of the PGSS leadership;

Whereas tensions have arisen from the recent and controversial resignation of the previous Secretary-General

Whereas the subsequent appointment of a new Secretary-General late in the academic year can be stressful, requiring extra effort towards team building with a new Executive team;

Whereas administrative difficulties have arisen at the Staff and Board of Directors levels, resulting in sentiments of frustration among PGSS officers and employees;

Whereas the Society requires cohesive teamwork between executives & commissioners toward productivity, success, and the satisfaction of numerous volunteers and staff members working towards the betterment of the Society;

Whereas open dialogue, team building, and conflict resolution are critical skills requisite for proper conduct in any executive role;

BIRT the executives and commissioners participate in an afternoon counselling session to address the current issues facing the Executive & Commissioner team, focusing specifically on team building skills, conflict resolution and planning for the remainder of the year,

1. This session would be mediated by two trained upper year PhD counselling psychology students who have experience with group counselling and graduate student needs

2. This session would take place in a neutral location (i.e. not Thomson House)

3. The participants would agree to the necessity of the session and be willing to participate. No member would participate outside of his/her will.

4. This session would be confidential. Confidentiality in a group session relies upon group members.
5. This session would commence by establishing norms (e.g., confidentiality) that facilitate a respectful climate that is conducive to the established objectives.

BIFRT $500 be allocated from the Professional Development budget line to cover the cost of the two facilitators’ time, as well as provide light refreshments for the group.

S-G motivates: *We reviewed this idea in consultation with the Health Commissioner. We agree that we want to do this and will decide on timeline later.*

vote: 6-0-0

10:06 PM **Adjourned**
## Agenda

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Attending

External Affairs Officer (Julien Ouellet), Financial Affairs Officer (Nikki Meadows), Internal Affairs Officer (Gesa ), Secretary-General (Yony Bresler), Member Services Officer (Brighita Lungu)

Guests
Behrang Sharif

7:28 PM  Call to order

1  Approval of the agenda

7:30 PM  1.1 Add Item: $15 Wage Campaign

7:31 PM  1.2 Add Item: Information Policy

7:32 PM  1.3 Add Item: Approval of Agenda

7:33 PM  1.4 Approval of Agenda

7:34 PM  1.5 Motion to Reconsider: March 3rd Executive Committee Meeting

7:35 PM  1.6 Motion to Reconsider: March 3rd Executive Committee Meeting

7:36 PM  1.7 Motion to Reconsider: March 3rd Executive Committee Meeting
2 Floor Items

7:33 PM 2.1 March 3rd Executive Committee Meeting

3 Announcements

7:37 PM 3.1 Update from the Board

Update from the Board

SG: Document attached

7:47 PM 3.2 Executive Updates

2 minutes update from each executive.

MSO: Hunting ground screening, which was updated to the EC last meeting. Video of the discussion after screening will be uploaded to Youtube and PGSS site later. Jenna is working on it.

MHV was shot in MSO’s absence, one student is dropping out (fairly certain) so down to 4 testimonials despite signing agreements. (FAO - was the student’s pic removed from website?)

Family coordinator interviews. CSS meeting, formal request for documents.

EOA: STM is receptive to our 4 requests, we have 6 other student unions supporting us now, considering including CEGEPs. (FAO offered to help contacting Dawson). Potential sponsors: HydroQ, ASEQ, Financial and Engineering sector Presentation to be delivered around mid May.

PME meeting 2 weeks ago, despite 3 associations leaving, PME now has 175K students in the committed organizations, may reach 200K soon. Student politics happened, some organizations that left might come back to the table in Summer.

May 3rd PME election. PME office space, we cannot lease it according to Vilma, so UofSherbrooke will be handling it. Failing that, SSMU might do it.

IAO: Newswire, events, trivia, trips, tickets, information policy with SG and appointment board.

FAO: Mac Campus and Budget issues.

SG: Board - HR audits, meeting with auditor and Emploi Quebec grant. Next Thursday evening 6pm joint exec-board meeting with auditor. Information policy. Senate about student services - DPSLL committed on record to give us the information we requested. Conversation with SSMU about gym committee, constructive. Budget approved at board of gov.
3.3 Council

Reminder on the upcoming council deadline, and what we want to get accomplished

Council next week, submission deadline tomorrow evening. Budget stuff. MSO will email Emily

4 New Business

4.1 Attendance Canadian Jewish Political Action Committee - May 7th (CJPAC)

Whereas CJPAC is a yearly conference that draws in a significant number of elected officials, making it a great lobbying opportunity.

Whereas FAÉCUM, AéESG and FEUQ officers will be attending the event.

Whereas it would be a great venue to put our foot in the door to push the issues of international student health insurance, student services and research funding.

BIRT that PGSS will send x representatives to the event.

Note: the event will be held on May 7th at 8PM at Marché Bonaventure. Tickets cost 75$ per person.

BIRT PGSS will send the SG and the EAO to the 2015 CJPAC at a cost of $150, allocated from the Executive Discretionary fund.

Amendment proposed by IAO, BIRT PGSS will send the SG and the EAO to the 2015 CJPAC at a cost of $150, allocated from the Executive Discretionary fund.

SG and EAO not voting

3-0-0, passed

EAO: Attendees, a lot of conservative and NDP contacts and alumni to befriend. It will be a very interesting opportunity to establish contact and good relationship with people in the government. Not necessary for immediate concerns, but for long term cooperation. Recommend to send 3-4 people since there are over 2000 participants.

FAO: $300 for 4 people

EAO: The return would be substantial and is definitely worth it.

FAO: Location?

EAO: Bonaventure, no transport or lodging needed. ‘Targets’ would be identified and we’ll prepare well to be efficient. People from FAECUM and other associations are going as well, good opportunity to cooperate to push on big fronts. Comes out of travel.

FAO: Could come from exec discretionary too.

Behrang: Are incoming considered?

EAO: Definitely. Current candidates: SG, EAO, plus more to add later. Perhaps MSO and incoming SG

FAO: Why not the incoming EAO?
MSO: Student services is important and I should go. This is not transition and incoming EAO might not be the best for it.

FAO: Sending incoming EAO is important for continuity sake, and it is very important.

SG: Let’s just discuss the 2 confirmed participants now, SG and EAO, and deal with the other 2 by E-motion later.

BIRT PGSS will send the SG and the EAO to the 2015 CJPAC at a cost of $150, allocated from the Executive Discretionary fund.

Passed 3-0-0 (SG, EAO not voting)

### 4.2 Signature of the New Association Foundation Contract

Whereas elections to the Project for a Student Movement (new name) interim coordination team will be held on May 3rd.

Whereas we need to have signed the contract to endorse candidates and vote.

Whereas we promised our endorsement to Gabriel Boileau at the last EC meeting.

Whereas our signature can be withdrawn at anytime.

BIRT the EC allows the Secretary-General (Yony Bresler) to sign the contract.

BIFRT the EC will present a motion to join the “Project for a Student Movement” to council for official ratification in May.

Friendly Amendment by SG for 1st BIRT:

BIRT the EC allows the Secretary-General (Yony Bresler) and FAO (Nikki Meadows) to sign the contract.

FAO: If this is not a binding contract, what is the purpose?

EAO: To provide protection in case of bankruptcy and to shield student associations from debt.

IAO call vote

5-0-0 Pass

### 5 Discussion Items

#### 5.1 Transition with incoming Executives

Transition period is almost upon us, we should discuss how we want to help the incoming exec.

These should include: Our transition reports, individual meetings, and joint meetings.

SG: Results should be finalized by Wednesday. Incomings are meeting Jacinthe soon. It would be better if we meet individually with all of them first. Reach out to incoming if they don’t first. Start working on transition reports. Should aim for consistency between us, not necessarily in great details. MSO should write one anyways.

MSO: I would just add something to last year’s.
SG: But we really should do a unique one ourselves.
SG: We should invite the incomings to the next EC meeting. Let’s not hog all the work and bring the incoming into your daily work.

8:46 PM 5.2 2015-2016 Budget

On May 6th, we will be presenting a draft budget to Council for feedback. Prior to that, I’d like to discuss a few topics that have come up and/or will likely come up:

1. Overall budget cuts to deal with the financial strain that the 2014-2015 fiscal year
2. The future of Study Saturdays
3. FEUQ fees in light of upcoming changes
4. Complications with budgeting staff costs
5. HDIP fees....?

I’ve attached the budget document as is. Please note, this is a working document and it will likely be changing between now and then. The calculations for most of our revenues are correct based on the numbers we have available, but there are still other bits in flux.

2015-2016 Budget

FAO: We absolutely need to make budget cuts, especially since the fee increase did not pass. We cannot keep digging the hole. We can choose carefully where to make the cut, but we need to do an approximate 10% cut on the society side. Business side is quite steady over the past 2 years, which is just enough for maintenance and upgrade.

Refer to file attached for details. More information and changes will be made available in the next month.

MSO: The cuts are global, why specifically study saturday and leisure courses?

FAO: Everything will be cut 10% across the board, as long as they’re not essential, but certain items would be cut more, like orientation and stuff, but there are meetings scheduled to discuss underused services like study saturday, etc.

EAO: What is the planned amount to set aside?

FAO: Probably at least 100K, amortized over several years to pay back.

FAO: Went over every line in the proposed budget to discuss planned cut.

MSO: Daycare - contract with SSMU expires this semester, 10000 for 7 spots for graduates at SSMU daycare.

SG: The math doesn’t work out when divided to per person per day. Does the student have to pay on top of PGSS’ 10K?

MSO: I’m not sure. But we should not be too aggressive in negotiation and might burn the bridge for next year’s deal.

FAO: Mini courses will have more discussion later, PGSA and Grants money are neutral and essential. Everything in grey is business budget. Most office supply budget can be cut. Insurance cannot. Maintenance can be, rent cannot, cleaning potentially although it is by contract.
FAO: If all cuts are in order, we may have 30K - 50K to be put back to SPF to pay the debt. SPF was at -139K when we started and it is -349K right now, even after the pension and LSF transfer. SPF will get 80K this year. This kind of austerity is recommended for the next few years to fill the hole if a fee increase is not passed.

Item discussions:

Study saturday - FAO: Our agreement with Chaplaincy when we took over the project was they’ll pay for the coordinator for 1 year. The year has elapsed and we’d have to pay for admin. Does the MSO have the numbers?
MSO: Not yet.

SG: The attendance number is in, 14.5 kids per session. Which is full signup and half attendance.

MSO: Have we consulted last year’s data?

FAO: These numbers and concerns are confirmed by Catherine.

MSO: The problem is with how the event is ran, with food scheduling and things.

FAO: We should not cut the service to our member, but we need to present solid options, for example cutting food or having a token registration fee to improve attendance.

MSO: Proposed to expand the service and is against charging nominal registration fee. Even though we are in deficit, we should still have to option to expand services and put more money into certain services.

IAO: We have spent the last 45 minutes at the MSO’s request to go over every item in the budget to cut across the board. We are in austerity with a 350K hole to fill, and all the staff can confirm that study saturday is underutilized. The MSO should not simply ask to expand an underutilized service because you have worked on it and it’s under your portfolio. We have to be fiscally responsible.

FAO: The MSO may have been misinformed on some of the numbers.

EAO: We are in austerity so we have to do cuts. They can be creative so as to not jeopardizing our service quality. For example asking them to bring their own food for study saturday so we can reduce underused food costs.

SG: The number suggests we have 14 participants for 1000 spent per study saturday which is $70 per person per session. We have to ask if this event is worthwhile. No one is suggesting that we cancel this program, but we have to look at it realistically and an event that costs $70 per participant is a lot.

MSO: But it’s 10K for a 3 million dollars, it’s nothing.

FAO: Our operational budget is only 500K.

MSO: That’s still a small amount.

SG: Nevertheless 10K is still a lot of money and 70$ per participant may be too much. We could spend the money in different ways to better serve student parents.

MSO: Childcare is very important for student parents, it’s not like events and such which is on the side and not important. We should ask for the impossible and look over the numbers again and explore all options.

FAO: You should ask the staff for the exact numbers before suggesting something not possible.

MSO: I have a meeting with them tomorrow, what’s the rush?
Leisure courses - meeting with staff, MSO and FAO will take place tomorrow.

FEUQ fee, EAO discussed details

Complications with budgeting staff costs - We would have major changes to the staff costing after the HR audit, which we cannot predict at the moment.

EAO - When would we get the final numbers?

SG - If all goes well, July.

FAO - We could either not change anything right now and amend later, or to amend it to reflect where we predict it would go. The plan in discussion right now is going to reduce the cost.

SG - We should keep it as is it is this year.

HDIP fees....? (Health and Dental)

FAO - Will forward the numbers to McGill tomorrow.

5.3 MCSS/MCGSS Update

I have met with the BoD Legal Subcommittee and the MCGSS exec to discuss the current situation. Additionally, on Monday I will be meeting with PA Tessier, our legal counsel in this file, to discuss options and strategies going forward. I'll provide the EC with a more of an update of where things are.

SG moves to go into close session

FAO seconds

3-0-2 (IAO abstains)

Closed Session

5.4 MHV Update

The MHV has been shot and we are awaiting the first rough cut. In the interim, we should discuss the process and update other execs of where we are in terms of budget and future directions.

FAO: All contracts signed, but because of extension and overtime, it costed a bit more (~500) than the initial contract cost, but we still stayed within our original budget (2500) since McGill more than matched it. The Mary Brown fund came in.

MSO: One student dropped out so we’ll end up with 4 people. One of them is in French so it’s fine, 2 girls and 2 guys. Considering we went down to 1 volunteer left earlier, it’s not bad. The rough draft should be ready by the end of the week, it would be shared with volunteer and working group etc., everything should be done in May, which is slightly behind schedule (original planned for April).

SG: Timeline for editing?

MSO: First draft by Sunday, and goes back to them after comments. A few weeks in total.
5.5 **Annual member BBQ**

In the past we’ve run a may free BBQ to our members.

In light of our financial situation, we should discuss if we want to run it again this year.

*IAO: In past years, we receive 2-3K from our insurance which we used to have a free BBQ for our members. Considering the budget constraints, this event will be cancelled and put back into the SPF hole.*

*BIRT The annual PGSS free BBQ for members be cancelled this year.*

*Vote called*

*4-0-1 (MSO abstains)*

5.6 **Information Policy**

*SG: I’ve met with IAO and Karim to draft the PGSS information policy. We don’t have a clear policy on many things right now. For example, no one knows how to treat closed session minuted for EC meeting at the moment.*

*Please reviewed email file.*

*SG: About IAO’s suggestion of audio recording of EC closed sessions?*

*FAO: Supportive.*

*IAO: This is just a draft, please provide feedback as soon as it comes up.*

5.7 **$15 Wage Campaign**

*SG: AGSEM is contacting us about their plan to do $15 minimum wage across entire McGill campus. Many unions on campus have endorsed. Maybe we should refer this to council?*

*BIRT The EC proposes a motion at council to endorse this campaign*

*Vote called by IAO*

*5-0-0*

10:36 PM **Adjourned**
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Attending

Secretary-General (Yony Bresler), Financial Affairs Officer (Nikki Meadows), External Affairs Officer (Julien Ouellet)

6:56 PM Call to order

1 Approval of the agenda

6:59 PM 1.1 Add Item: MSO leave of absence

WHEREAS the Member Services Officer has personal and academic matters to attend to during the month of May, 2015;

WHEREAS the SAM (Chapter 2, Section 1, 5.8) allows for one month leave of absence subject to executive approval;

BIRT that Member Services Officer be granted a leave of absence from the 13 May to the 30 May.

2 Announcements

7:02 PM 2.1 2 Minutes exec update

EAO: back and forth with the STM to discuss the issue of over 25 students, proposal as of now is a fee implemented for students to buy into this program (opt out-able) where students then get monthly passes for the semesters in which they opt into the program. Meeting for the student transit project in May, where all interested groups will meet.

Creation of the new student association (right now there is a summer working group) could have up to 200,000 students, the largest student association in Quebec ever. There are also a number of new players at the table now. McGill is playing a major roll in this process.

Sent an email to the representative from Ville Marie and we will be able to meet with him to discuss our issues.

SG: CPAC last week. Senate was today. Follow up with Olivier tomorrow. MOA changes. MOA issues – closed session

Meetings with incoming SG – productive and awesome.
3 Reports


All events – all the events IAC did this year (including single occurrence events that cost PGSS money but we had money in the budget to allocate to these events).

Repetitive/Annual IAC events – events we did this year, blue is family friendly, white is everything else. The total costs (everything out), revenue (everything in), balance going out, fees paid (online tickets etc), number of participants, average cost per participant.

Info sessions and meetings - Costs for councils and AGMs – just food costs and busses for mac campus councils and (contract staff are in salary tab, daycare during meeting costs are elsewhere) MCGSS – breakdown of events they hold for their members, fees we collect for them and they they then use.

EAO: Considering the costs for EC recruitment day it might be better to move money to a general committee recruitment day rather than just one day specifically for EC.

Incoming FAO: where did the number for cost for participant come from? FAO: The current number is from an incorrect formula, its been fixed.

SG: The new spreadsheet is great way of seeing this data.

3.2 Study Saturdays 2014-2015

FAO: This year enrolment is low and we are overspending for a low number of participants, I believe there are ways we can support our student parents in ways that are more cost effective. Participant number is based on the average number of participants. There was a request from the MSO to look at where we are spending our money and what services are being offered. Feedback from students that Sunday was a better day.

SG: We could do it 8 times a year, 10 times a year or 50 times a year. The food costs change for each one.

FAO: Idea is to use Costco or other bulk buying of snacks that are kid and allergy friendly, that can also be kept from week to week.

SG: This year the budget was $10,000, what did we spend.

FAO: We spent slightly over that, this year we had a coordinator that we haven't had in previous years. Editing of formulas in the spreadsheet

SG: We need to take on the new administrator cost, and there are things we can do to make individual cost lower, I would go for doing 10.

FAO: It makes sense to do 10, we would be useful

Incoming IAO: The point has been raised that September and January study days should be reallocated to December and April (during exams), something to discuss going forward. Incoming
FAO: The costs have gone up for background checks, why.
FAO: Because we are working with small children, we need to do background checks, otherwise we are subject to liability. Administrative costs refer to how much time someone from our office needs to spend time on this. It's not a money spending venture, its more about commitment costs (also training volunteers etc)

Incoming IAO: Are the salaries in Study Saturdays as a line item or on a Salaries line item?
FAO: The administrative costs are there for our information now, they will be removed in the final line item (and put in the Salaries line item). Other things in administrative costs is renting a table at SSMU Activities Night.

SG: There is general agreement for the 10 sessions at $10,000, there is no cutting to the budget, just changing of the information. There are details to be worked out still, but the basic structure is sound as is.

4 Discussion Items

7:25 PM

4.1 Citizen Council

There are 2 developments at the Citizen’s council.

A report from the project earlier in the year, review of the principal’s plan, was completed, and will be posted on each association website.

An upcoming project is the Governance Survey. We will solicit feedback from our members, and executive, to pass on before the June CC meeting.

Citizen Council ()

Citizen Council ()

It’s an informal body that meets once a month to talk about things.

Principals Plan: (got the report, got feedback from staff and students, met with the principal, got a two page executive report) – downside is there was poor student participation,

General Governance: looking into what is good or bad governance at McGill, we have basic framework of questions to use but up to us how we ask the questions. We will ideally have feedback for the next CC meeting in June. (Good governance, bad governance, chronic issues, general improvements)

EAO: There is the potential for this group to evolve into something useful for the McGill community as a whole.

SG: All of the groups on campus minus the administration, so there are good conversations that go on but there is no official membership, no votes etc. There are good

EAO: Do all the executives have seats or can anyone attend?

SG: Generally its an executive, preference is for someone tied to decision making in that body, but not a specific position. If multiple people are interested they can all go.

FAO: I agree sending the questions to PGSAs is a great strategy and one of the best resources we have.
4.2 Information Policy

A draft of the document was previously sent out, please review and we can discuss any suggestions from the Executive before moving forward.

History, it’s mentioned in our corporate manual but we don’t actually have it so Karim translated FECUM’s policy into English and we have edited that – they are a lot more closed than we would like to be so we made some changes. There are stipulations written in that make allowing access possible and for revoking access for legal reasons. At citizens council, one thing that has come up has been about what constitutes consultation – MAUT made a document that outlines what actually constitutes as consultation with that body. Not directly involved in Info Policy but related

FAO: There are lots of grammar issues (assuming from translation)
FAO: We need a better definition of Personal Information

SG: There is a legal definition, and some of the issues in definitions are translation issues, but that should be looked into.

FAO: Should it only be the mandate of the SG to uphold this policy? Shouldn’t it be under the jurisdiction of the Exec Com.

SG: The SG has no more power, it is just their responsibility to make sure the policy is enforced.

FAO: I think it is too large a role for one person, it should be the responsibility of a larger body.

SG: This is just so there is someone responsible for the outcome.

FAO: The person who executes the policy should be a staff member, they have institutional memory, the executive committee should be involved because each portfolio has documents specific to their portfolio that may require different treatment than documents in another portfolio.

SG: I will look into other ways to word this to take the concerns into account. In the actual documents it doesn’t go in depth into documents for executives, it is more about broader governance (minutes, agendas, budget summary etc) that fall under everyone more generally as a whole.

EAO: This is a constant management of requests for information that should be managed by one person, but the executive committee should probably have a larger degree of oversight over the policy and decisions.

SG: There is a line in the policy outlined now that requests for information go to the executive or the board, the idea is basic information will be put in areas accessible to the right levels of people.

EAO: Would the SG do the day to day?

SG: The SG is just responsible for the general implementation, they could delegate. EAO/FAO: Something to consider would be adding it to the role of one of the employees for day-to-day implementation (put in the EPM).

SG: Definitely something we could and should do, though an exec should be on the policy. SG: One proposal from the IAO was we should record closed sessions rather than take written minutes.

EAO: Are there not problems with uploading and sharing? SG: To some extent this cannot be avoided, but the idea is to minimize sharing of closed session minutes. There are also ways around this, you can come into the office and request information from a closed session, and we cannot stop them.
SG: Minutes of Executive Committee are currently public, so there are certain things that cannot be shared publicly so there are issues with that.

SG: Idea is to get feedback from executives, council, and PSAC, there also needs to be some consultation about conflicts with SAM, then it will go to the board.

### 4.3 Leisure Courses 2014-2015

**Leisure Courses 2014-2015**

**FAO:** Breakdown of spending for these courses. Tabs with projected budgets and costs, the actual are what actually ended up being spent. There was a loss in all three semesters.

**SG:** Spring 2013, we had 0 people participate so it didn’t cost us anything in salaries etc, but the room costs ended up being higher. Loss of $530 in total

**SG:** What is the result of these findings LC are suppose to be revenue neutral

**EAO:** Can we pool resources with SSMU Mini Courses?

**FAO:** Holding courses on our own, some residency requirements

**Incoming AAO:** Establishment of room costs?

**FAO:** There are costs for staff etc in the process of opening up and staffing a room. PGSS doesn’t get special treatment in terms of costs at this point, we are working on making a sliding scale.

**SG:** There needs to be a more clearly defined line in terms of what takes priority in terms of external bookings that generate revenue and PGSS bookings that provide services to our members.

**FAO:** When the society wants to do something in Thompson House there should be recovery of costs but they should not be making a profit on PGSS events. There is difficulty in terms of the external bookings that produce revenue.

**Incoming IAO:** Were the projected numbers for this year different from previous years?

**FAO:** I rechecked the numbers, the same formulas and scale were used for room costs. I haven’t checked these documents. We can get the numbers from last year but it will be a time consuming process, the important take away is that enrollment was low.

### 4.4 2015-2016 Budget

Work is still ongoing to finalize a budget for next year.

Attached is the latest working copy. The main tabs of interest are master budget 2015-16, and Historical comparison. In both, the text colour scheme is as follows:

**Red:** Revised figures.

**Blue:** Set numbers that can’t be changed.

**Black:** Yet to be updated, awaiting latest figures.

**Purple:** Awaiting confirmation or further investigation.
Also note that beginning of year balances for next year can’t be updated at this time.

We need to discuss budgeting for Study Sundays and Leisure Courses next year. I’ll attach them as other reports.

2015-2016 Budget

FAO: Actual numbers from February are off, but I will be getting updated info soon. We are also missing 10-15% of our fees that McGill holds back until summer, we’ll get that in the next month. The assumption going forward is that enrolment will be flat. Have numbers for the health and dental plan but waiting for opt-out numbers (have the numbers today, will be updated) Generally a lot of things have seen a 10% cut (red items), the only thing that didn’t get touched were the things in blue (they can’t be cut), the things in black are potentially able to be cut. Will be talking to CRO about the general needs in the elections and referenda budget, we went over this year because of the CFS referendum. Study Saturdays and leisure courses we need to make decisions going forward. Salaries and benefits will be discussed at the board tomorrow – need to update the information with the HR audit. Points to talk about: Study Saturdays, there is a contract with SSMU about daycare slots/costs (what do we want to do going forward).

SG: We know what we pay for but at this point we don’t actually know how much of this we are using and communication with SSMU is not forthcoming.

FAO: We don’t know if PGSS staff are included in this.

SG: We know that PGSS staff use the daycare but we don’t know if they are taking spots for PGSS members.

Incoming IAO: Is this a lump sum per year? Would it not be better for SSMU to invoice us depending on the number of people using the service.

SG/FAO: $10,000 per year and the invoice concept is interest, there is some benefit to knowing a lump sum for budgeting purposes.

SG: We need to look at what we’re paying and what members are paying to compare with other market prices.

5 New Business

8:02 PM

5.1 MSO leave of absence

WHEREAS the Member Services Officer has personal and academic matters to attend to during the month of May, 2015;

WHEREAS the SAM (Chapter 2, Section1, 5.8) allows for one month leave of absence subject to executive approval;

BIRT that Member Services Officer be granted a leave of absence from the 13 May to the 30 May.

Motion carries, 3-0-0
9:03 PM  Adjourned
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Call to order

1 Approval of the agenda

1.1 Add Item: Beer

1.2 Add Item: Nov 4th Executive Committee Minutes

1.3 Add Item: Dev 10th Executive Committee Meeting

BIRT The two items 5.1 & 5.3 be amended to read as following:

FROM SG – Communication strategy

SG motivates the report, it was developed using several resources and it was written looking at our internal realities. Brief listing of the perceived obstacles in communication. After looking at our situation and reviewing the literature on team building, he has made the recommendations listed in the report. Listing of the recommendations with some elaboration.

FAO asked the SG if he’s seen the project tracking system the SAC has set up after our last executive meeting. SG says that we’re going to need to work harder to communicate because we have a shortened timeline. We’re in the “storming” session, this is normal but we need to work to get over this.

EAO asks what Haemophilia is?

SG explains that this was a program with a similar structure to PGSS so it was a good idea.

AAO expresses concerns that this is more guidelines rather than a specific strategy. Asks for revisions with a timeline that can be followed. There is a perception and a reality of a breakdown between the exec and
the SG, and this focuses more on the group. She would like to see this more from the SG’s perspective. Email delay, communication between groups, etc. Asks if this is something that can be done?

SG says that these are personal efforts so a timeline isn’t an easy thing to put down. Focusing this on him would change the idea.

IAO appreciates the report, but he wants a concrete plan for how to address specific things. Asks, “Can we have something concrete to put this into action? A report is nice but it can’t just die. Can we get something more “solid?”.

IAO asks if the exec can make some verbal agreements. Request that emails are responded or forwarded within 48 hours? Can we expect consultation for anything that touches any other portfolio going forward? Can we expect that there will be a change in the SG communication before the next meeting and that we will have a report? SG agreed to these things.

AAO asks that personal goals for the PGSS to also be in that report. She feels that the report is lacking vision and an idea of where the executive team is going so that the communication plan has a purpose. SG says that is what the workplan is for. He doesn’t have any other changes to the documents to be made except some updates, but from his perspective there isn’t much else left. From Senate, completion dates are a major project to be tackled. CFS is going to have an effect after the vote too. He wants to narrow the cases down from 3 to 1. With the external portfolio, he wants to help with the FEUQ to help move the political agenda and to also help out with Divest McGill at Board of Governors.

SG has spoken to the IAO and will work with him on some projects. Also will be helping with the restructure as the BoD chair. Working on the McGill MOA with the FAO. Essentially we need to finish the work plan we’ve already laid out.

BoD Directive to vote on SG mandate

Whereas it is important for the EC to evaluate the mandate of Juan Camilo Pinto as Secretary General of the PGSS. Whereas the Board of Directors approved the following BIFRT clause at their meeting on November 13, 2014: BIFRT the executive committee takes a vote of confidence no later than December 13th, to answer the following question:

“BIRT the Secretary General Juan Camilo Pinto be censured for conduct unbecoming an officer of the PGSS Board and executive BIFRT all human resources responsibilities are revoked from the Secretary General until the end of his mandate; and that the executive committee appoints one of its members to take on human resources responsibilities Do you support the continuation of the mandate of Juan Camilo Pinto as Secretary General?” BIRT the EC votes on the following question: “Do you support the continuation of the mandate of Juan Camilo Pinto as Secretary General?”

AAO explains procedure- ballot, SG given time to speak, questions from each exec, closed session and moving on SG suggests that it should be open, it’s a small group

AAO motivates her proposed amendment, she spoke to the Speaker, and this was her suggestion as was the advice that it is a simple majority. SG, FAO and IAO all suggest striking no, so it should be read BIRT the EC votes on the following question:

“Do you have confidence in the continuation of the mandate of Juan Camilo Pinto as Secretary General?”

Motion to amend passed.

Discussion ensued.

SG leaves at 8:04pm. FAO motions to enter closed session. Unanimous approval. Discussion happened in closed session. 11:03pm Vote: 1-4; motion failed
2 Floor Items

3:19 PM 2.1 March 31st Executive Committee Meeting

Motion carries 4-0-2 (MSO, IAO abstain)

3:20 PM 2.2 April 28th Executive Committee Meeting

Motion carries 5-0-1 (AAO abstains)

3:28 PM 2.3 March 8th 2015 Special Executive Committee Meeting

Special EC meeting to discuss the proposed fee increase and other financial matters. Note the time should be 2PM

Motion carries unanimously

3:41 PM 2.4 March 19th EC Meeting

Motion carries unanimously

3:45 PM 2.5 April 16 Executive Committee Meeting

Motion carries 4-0-2 (AAO & MSO abstain)

3:50 PM 2.6 May 12th Executive Meeting

Motion carries 3-0-3 (AAO, MSO & IAO abstain)

3 Approval of the minutes

4:22 PM 3.1 Nov 4th Executive Committee Minutes

BIRT The Nov 4th minutes be ammended such that item 5.3 consists solely of:

The Executive Committee addressed the following concerns with the SG.

Concerns raised by the AAO, IAO, FAO, MSO, and EAO:

Inappropriate conduct at the Halloween party
Inconsistencies and failures to respect governance procedures
Inadequate planning and notification of members regarding the AGM
Communication failure and mismanagement of implementation of changes to the PGSLF policy
Lack communication with staff and poor response to concerns raised by staff members
Poor communication with EC about main initiatives
Consistent tardiness to key meetings without notice
The SG responded to each concern and a discussion ensued.
Motion carries 5-0-1 (EAO abstains).
Note JCP was not present.

3.2 Dec 10th Executive Committee Meeting

Motion carries 5-0-1 (EAO abstain)

4 Announcements

4.1 Last updates

FAO/SG - Board agreed to sign MoA with MCGSS to file suit against MCSS, will probably happen tomorrow. MCGSS will pay for it and apply to LSF. Budget approved. HR audits continuing.

AAO - Josephine is the new GDP dean, incomings should build a good relationship with her and keep working on all the issues (Glen, supervision, time limit, etc.)

SG - Remember to do transition reports to get your last paycheque. The MSO should submit one as well.

MSO - Why should I write a transition report and why should my paycheque be cut if I will start my next tenure soon. I’m on leave right now and am going out of my way to work, so I hope to not have to miss my paycheque if I want to do the report next month.

SG/FAO/AAO - These are SAM restrictions and you have to submit it, although it is not due until next week and you can edit it later. This conversation has happened multiple times before.

EAO - Meeting with the PPME this week, to discuss the structure of the new organization, improve on FEUQ model and more flexible. STM going well.

IAO - Dodgeball league

MSO - The 2 rough cuts for MHV is circulated to the working group, execs are not involved yet for feedbacks to speed up process. MSO is on leave. A lot of orientation occurred.
5 New Business

4:57 PM 5.1 Secret Society Hand Shake

Whereas the EAO and AAO are graduating tomorrow.
Whereas star trek is awesome.
BIRT the EC mandats the Secretary-General to give the vulcan salute when shaking the hands of both the AAO and EAO during the convocation ceremony.

SG recognized that this motion is entertaining.

4-1-1 (SG against, MSO abstains), motion passed

4:59 PM 5.2 Beer

Whereas the Academic Affairs Officer missed a lot of beer time.
Whereas the AAO finds beer to be important to celebrate graduation.
Whereas the AAO finds beer to be an important beverage for all post-graduate students.
BIRT the AAO buys a beer (or other beverage of their choice), using her personal funds, for each EC officer as soon as possible.

Motion carries 5-0-1 (AAO abstains)

5:00 PM 5.3 MOA

WHEREAS our current MOA with McGill expires on May 31, 2015;
WHEREAS Negotiations have been on-going;
WHEREAS Since our last meeting, we have come to agreement on section 17;
WHEREAS the Secretary General and the Financial Affairs Officer have reached an agreement in principle with the Deputy Provost;
BIRT The Executive Committee endorses the attached MOA.

MOA

SG - The draft have been shown many times. Major change - QPIRG fee is split into 2 groups, and we don’t have much say in the matter. If QPIRG wish to change fees, they don’t have to go through us, but go through McGill directly. However, if QPIRG/etc. pass referendum to change fees, grad students have to vote as a distinct group. Thomson House trust fund, PGSS will keep the banking, but putting a minimum limit on the amount. PGSS disagree, banking can be handled by McGill and needs PGSS authorization to use it. Signed in principle, BoD approved it last night.

Motion carries unanimously
5:06 PM

5.4 GU15 - Research Funding Advocacy Material

Whereas the GU15 conference in Calgary produced some advocacy material in preparation of the coming federal election.

Whereas this letter should be co-signed by as many graduate associations as possible.

BIRT PGSS will co-sign the following letter and use it as advocacy material as part of the coming federal election.

GU15 - Research Funding Advocacy Material

EAO - Something that came from GU15, during Federal election asking universities to co-sign a letter to ask for cost covering for indirect-cost-of-research and for distinction in public/private research funding.

FAO - Is it in line with FEUQ workplan?

EAO - Yes

SG - Who wrote it?

EAO - FAECUM brought it up, but helped by FEUQ graduate side.

SG/AAO - Typo/reference problem

EAO - Will send back to FAECUM for edits.

FAO - Basically asking government to clarify language in grants.

AAO/IAO - We cannot represent PGSS directly without going through council, can we?

EAO/FAO - This is alright because it is in agreement with our existing policy

Danielle - Might consider going through June council either way

MSO - We will not have quorum in June for sure

Danielle - How time sensitive is this?

EAO/IAO - Exec do represent council in absence and this is exactly the mandate of the execs.

SG - Item 2: portion of the fund plus interest can be used for indirect cost of research, is it feasible?

EAO - These things are very well researched by FEUQ and are definitely feasible.

AAO - Source of the money?

EAO - Federal government do have money to invest in these, and they are essential in keeping the projects sustainable by not overspending the operation budget.

FAO - Harper government did slash research budget recently.

EAO - It is also important to ask for a bit more to began negotiation and conversation.

Question called by SG

6-0-0, motion passed unanimously
5.5 MSO Spending

MSO Spending

WHEREAS The EC passed a resolution where the FAO, MSO & GS would come to agreement on this matter

WHEREAS No agreement has been reached at this time

BIRT Executive Committee to that of the MSO expenses of $303.71, less the $75.81 alcohol and the 3 meetings where a detailed receipt could not be located $58.88, to total: $169.02, be reimbursed.

SG - This has been dealt with before, MSO's excessive spending from the meeting budget, at that point MSO promised to resolve this. It hasn't been done and not for lack of trying. SG went through the list of charges again with input form MSO. Now, all the charges where there is a detailed TH receipt, excluding alcohol, should be fine. Neither FAO, myself or Bliss can find any details. Seeing a lot of the receipts include significant amount of alcohol, we cannot approve receipts without detailed itemized lists. About 1/3 of all detailed receipts are alcohols.

SG propose motion - effectively receipts without detailed receipts and alcohol should bot be reimburesed. Of the $303.71 submitted, PGSS will reimburse $169.02

MSO - SG should not assume these meetings are invalid or contain alcohol for the lack of Itemized receipts. The FAO should be blamed for the lack of itemized receipts and acting in bad faith, and therefore, I propose to only repay 30% of SG’s proposed amount.

FAO - The fact the the MSO still don't appreciate or recognize that there is a problem with these excessive spendings, and keeps insinuating that I am acting in bad faith is disturbing. These numbers are derived by SG and other execs independently.

AAO - You don't have any reliable information on these minutes, and you have submitted multiple receipts including alcohol, it is safe to assume that some of the unaccounted receipts, without records in your work report contain alcohol and should not be reimbursed in full.

MSO - I do have unscheduled meetings sometimes for work which I cannot predict in advance to include in my calendar

IAO - The work reports are submitted at the end of the month to summarize your work, so it's definitely appropriate to have records of your meeting in it if you request to have it reimbursed. By any accounting standard you cannot reimburse receipts without any evidence

MSO - She has not problem with the alcohol expenses, this is the first time it was brought to me.

SG - Focus on the issue at hand, it's about accounting so we should not be personal.

MSO Proposed amendment:

To have the meeting missing detailed receipts be deducted 33%, in line with alcohol expenditure on detailed receipts, and that these are also reimbursed.

Amendment fails 1-0-5 (MSO voted for)

Main motion carries, 4-0-2 (MSO & FAO abstain)
6 Discussion Items

5:45 PM 6.1 Tabled - Transition: Lessons learned and ideas for the future of PGSS

Let’s have a discussion including the existing and incoming executive on some broad topics.

Motion tabled

5:45 PM Adjourned