Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C12-06-#01
Council Minutes Approved
June 13, 2012, 6:30pm

Executives

Secretary-General Jonathan Mooney, Financial Affairs Officer Pooja Tyagi, Internal Affairs Officer Michael Krause, External Affairs Officer Errol Salamon, Academic Affairs Officer Adam Bouchard

Councillors


Commissioners and non-voting members

Environment Commissioner Kelly Nugent

Regrets

Member Support Commissioner Vikrant Bhosle, Health Commissioner Elizabeth Cawley, Equity Commissioner Gretchen King

Gallery and Guests

McGill Libraries Diane Cullen
Call to Order
6:39 PM

1.0 Approval of the Agenda
Motion to approve the agenda (D. Meadows, H. Dokainish).
Move item 10.0 to immediately preceding the Speaker’s Report to allow for appointment of Council Speaker for this meeting of Council (Secretary-General/ D. Meadows).
Motion passed.
Add a 3-minute presentation in announcements as motion 3.1 by Diane Cullen from McGill Libraries in regards to LIF (Secretary-General/Internal Affairs Officer).
Motion passed.
Agenda approved, as amended.

M12-06-#001 – To accept recommendations of the Appointments Board (Appointments Board).
BIRT the recommendations of the Appointments Board outlined in the report be accepted. Motion passed.

2.0 Speaker’s Report
The Speaker delivered a brief, oral report.

3.0 Announcements
3.01 McGill Libraries – Diane Cullen
Diane Cullen from McGill Libraries gave a presentation regarding the library facilities at McGill and the PGSS Library Improvement Fund (LIF). In particular, Ms. Cullen expressed the desire of McGill Libraries to work with the PGSS to allocate the LIF monies to areas of the library specifically of concern to graduate students.

Move item10.4 to directly following announcement by Mrs. Cullen, as she is present at Council to address questions regarding LIF (C. Ulmer/S. Avlijas).

Motion passed.

M12-06-#004 – Library Improvement Fund (Executive Committee)
BIRT Council enter committee of the whole for a period of ten (10) minutes to discuss the future role of the library improvement fund. Motion passed.

Motion to extend committee of the whole long enough to vote on proposed motions (S. Forte/A. Kaats)

Motion passed.

Resolutions brought out of Committee of the whole:

BIRT the PGSS LIF committee undergo a consultation process with our membership regarding graduate student needs with respect to the LIF.
BIFRT the committee submits a report to Council at the beginning of the Fall 2012 term that outlines the method for consultation and at the end of the Fall term to report on the result. *Motion passed.*

Move item 10.2 regarding the PGSS Budget to preceding announcement 3.2 (Secretary-General/S. Avlijas). *Motion passed.*

**M12-06-#002 – Motion to approve 2012-2013 PGSS Budget (Financial Affairs Officer/Secretary-General).**

WHEREAS the PGSS has undergone a systematic and comprehensive budget overhaul which has made evidenced-based changes to the budget structure, format and content;
WHEREAS the PGSS has made explicit decisions over the past year to reduce and in some cases eliminate (i.e. individual executive discretionary line items) discretionary spending in favour of clearly identified categories of spending;
WHEREAS these efforts have curbed spending, contributed to the recently implemented fee reduction, and have significantly increased the transparency of officer spending, as evidenced by the fact that inarguably the most active year at the PGSS in recent history, the organization has disbursed less, not more discretionary funds;
WHEREAS the outgoing Vice-President (Finance) and incoming Finance Officer collaborated to produce the proposed 2012-2013 society activities budget and recommend that Council approve it;
WHEREAS the PGSS Board of Directors unanimously approved the 2012-2013 budget in its entirety;
WHEREAS the outgoing Executive Committee unanimously recommends the adoption of the 2012-2013 budget;
WHEREAS the Corporate Operations Manual clearly prescribes a budget approval and amendment process which requires the approval of the Committee on Monetary Affairs (CMA); and
WHEREAS the CMA has approved the 2012-2013 budget, as well as its “structure and format ... designation of funds (columns) and line items (rows) as society, corporate, business, or shared activities;” therefore

BIRT the PGSS Council approve the society activities expenses and revenues in the 2012-2013 budget as presented in the report of the CMA included in this Council package.

The Financial Affairs Officer made a brief presentation of the budget and explained the revenues and expenses within each fund.

S. Forte requested information on the amount spend on solidarity contributions over the previous year. The Financial Affairs Officer explained last year it was a few hundred dollars whereas this year it is budgeted at $1000.

Motion to call the question (Y. Konokhova /T. Centea) *Motion passed.*
Main motion passed.

Move item 10.3 prior to announcement 3.2 (D. Simeone/Secretary-General)
Motion passed.

M12-06-#003 – Bylaw and Society Manual Amendments (Executive Committee)
WHEREAS several changes to the bylaws are necessary to facilitate meeting quorum at Council meetings and the calling special meetings to deal with urgent business
BIRT the resolutions related to bylaw changes in Appendix A be approved.

The Secretary-General, on motivation, explained that some minor changes need to be made in the bylaws to ensure that quorum can be obtained for Council, and to be able to more easily call special meetings as it takes two weeks to call one now; suggesting that those two weeks be shortened to 72 hours. Upon questioning, the Secretary-General explained that the Society Operations Manual needs to be renamed to Society Activities Manual, as outlined in the bylaws.

Amend resolution in Appendix A: Replace “BIRT a referendum be held between July 2 and July 6 to approve these bylaw changes” with “BIRT a referendum be held between July 16 and July 20 to approve these bylaw changes, with a campaign period of July 2 to July 13.” (Secretary-General/Internal Affairs Officer).

Motion to call quorum (no mover or second indicated by the Speaker).
Quorum is met.

Motion to call the question (T. Centea/S. Avlijas).
A. Kaats, on a point of order, inquired as to the content of the question being called. The Speaker explained that the question at hand is just the amendment to the resolution contained in Appendix A.
Motion passed.

Amendment passed.

Motion to split the question so that the vote can take place on the amendment to the bylaws and the amendment to the Society Operations Manual separately (S. Avlijas)

Motion to split question and vote separately on the amendment to the special general meeting time frame (S. Forte/no second indicated)

Motion to call the question on each individual amendment (Y. Konokhova/A. Kaats) Motion passed.

WHEREAS the Bylaws refer to a “Society Activities Manual”
BIRT the Society Operations Manual approved at the May 2012 meeting of Council be renamed “Society Activities Manual” and fill the role of the Society Activities Manual named in the Bylaws
Motion passed. Two abstentions (D. Simeone, S. Forte).

WHEREAS the composition of council differs from that envisioned when the bylaws were distributed to members prior to the 2012 Annual General Meeting
BIRT Bylaw 6.1.3.1 be amended to read, “as set out in the Society Activities Manual”
BIFRT Bylaw 6.1.5 be amended to read, “as set out in the Society Activities Manual”

WHEREAS Bylaw changes require approval by referendum
BIRT a referendum be held between July 16 and July 20 to approve these bylaw changes, with a campaign period of July 2 to July 13."

S. Avlijas expressed that it appeared many people wanted to leave and suggested it would be better to table the discussion rather than vote on motions that are not properly considered or discussed.

Motion to consider the resolutions regarding the operations manual and bylaw changes via referendum is considered first so as to not lose quorum before vote (Secretary-General/D. Simeone).
Motion passed.

Motion to consider the resolution concerning referendum dates with resolution on the above motion (D. Simeone/T. Centea)
Motion passed.

Main motions passed. One abstention (A. Kaats).

BIFRT a new Society Activities Manual Article "Council" 3.5 be added, reading “The quorum of council is one third of the number of councillors.”
Motion passed.

Motion to call quorum (S. Avlijas).
Quorum met (46).

WHEREAS special meetings provide a means to deal with urgent business
WHEREAS Society Bylaw 8.1 requires at least two weeks notice for all council or general meetings
BIRT a new Society Bylaw 7.2.8 be added, reading, “Notwithstanding Bylaw 8, special meetings may be called and the agenda may be distributed with seventy-two (72) hours notice”

Remove the word “Society” from the first resolution clause (A. Kaats/S. Avlijas).

Motion to call the question on the amendment (S. Avlijas/Financial Affairs Officer)
Motion passed. One opposed (S. Forte).
Amendment passed. One opposed (S. Forte).

Amend “72 hours” in the first resolution to “five (5) days” (D. Simeone/C. Ulmer).
D. Simeone, on motivation, explained that the former constitution required five days, and that seventy-two hours’ notice is too short. Discussion ensued regarding notice for special meetings.

T. Centea, on a point of information, requested an explanation of the requirements for calling a special meeting. Explained that it can be called by the PGSS Secretary-General, the Executive, or through a petition of PGSS members (7% percentage of the membership for a special general meeting, 1% of membership to call a special meeting of council).

Amendment to “five (5) days” passed. One abstention (T. Centea)

Motion to amend the time period in the first resolution to fourteen (14) days (S. Forte/no second indicated).

Discussion ensued as to whether the motion was out of order as fourteen (14) days time frame is what is already in place. Speaker ruled this motion is out of order as fourteen (14) days is what is already in place.

S. Forte spoke in favour maintaining the time frame at 14 days and therefore voting against this motion to send this to referendum stating that if the time frame for calling a meeting is set to low there is a possibility that they will be used in substitute for Council meetings. This would result in a situation whereby PGSS Executive is accountable to a general meeting rather than to Councillors. Argued that 14 days is an adequate time frame and encouraged members to vote against the motion to change that time frame to 5 days.  
S. Avlijas spoke in favour of the motion as the content of this motion is for special meetings where only a specific topic is discussed, therefore having a shorter time frame would allow members to meet in response to an unforeseen event.  
A. Kaats asked how many times the PGSS has called a special general meeting that is being debated in the past five years. Indicated from membership that in the last 5 years none have been called.  
S. Forte summarized that the main argument for lowing the time frame below fourteen days is to be able to respond quickly to unforeseen events. He argued that these responses should be dealt with by the Council as membership here is more representative of the PGSS body as opposed to who may turn out for a special meeting.  
A. Kaats spoke against this going to referendum as there has never been an event in the past that required a rapid response in the form a meeting of the full corporation required such a low time frame and quorum threshold. He argued that lowering the ability to call a meeting of the highest authority of the company with low threshold is dangerous, especially in the case of a small group of people attempting to focus the direction of the company.  
S. Avlijas spoke in favour of lowering the threshold as opposed to delegating decision making to higher levels of the Executive. This would allow more members to directly participate in the decision making process and discuss issues. A number of people (did not indicate their name on record) spoke in favour of the motion to allow more members to be involved in the decision making process of the PGSS or spoke against the motion due to increasing the ability of a small group of people using a low threshold to influence the direction and decisions of the PGSS.
An individual (name not indicated) spoke against the motion and against changing bylaws at a time when they may need to be used or enforced in the near future given the student and government relations.

Motion to amend to make this apply only to special meetings of Council and not to special general meetings by adding “of Council” following “special meetings” in the first resolution (T. Centea/A. Kaats)

T. Centea, on motivation, argued this would allow Council to meet quickly in response to unforeseen events, as well as prevent the issue of a small group of people using a low threshold special general meeting for their own advantage. S. Avlijas spoke against this amendment arguing that quorum for special general meetings have not been lowered and therefore preventing any issues of low threshold for special general meetings. In particular, that calling a special general meeting requires 600 signatures of membership.

A. Kaats spoke in favour of the motion to give the ability to call a special meeting of Council together quickly, not the full membership in a special general meeting.

D. Simeone spoke in opposition of the motion arguing that the Executive needs to be responsible to the membership, and as such a five day notice as the resolution now reads is plenty of time for both special meetings.

S. Forte spoke in favour of the amendment and, if amended, would remove his opposition to the amendment as a whole. He believes that this is a sensible, balanced approach.

The Secretary-General spoke that he believed the special general meeting is a good way to have the general membership be involved and have a say on a specific topic. He believes that there are enough checks already in place that lowering the threshold to 5 days notice to hold special meetings will not compromise the integrity of the process.

A. Kaats spoke in favour of the motion arguing that for the vast majority of issues they can be adequately and representatively dealt with by Council as opposed to a special general meeting of the full membership.

Motion to call the question on this amendment to “of council” (A. Shapiro/J. Mills) 

Motion passed.

Amendment failed.
Count requested for vote: In favour (15), opposed (18).

Motion to call the question on main motion (S. Avlijas/F. Urzua).

Motion passed. One opposed (T. Centea).

Main motion amended reading:
WHEREAS special meetings provide a means to deal with urgent business
WHEREAS Society Bylaw 8.1 requires at least two weeks notice for all council or general meetings
BIRT a new Society Bylaw 7.2.8 be added, reading, “Notwithstanding Bylaw 8, special meetings may be called and the agenda may be distributed with five (5) days notice.”

Main motions failed. Three opposed (T. Centea, S. Forte, J. Jensen).
Count requested for vote: In favour (19), opposed (12).
Motion to call quorum (A. Kaats).
Quorum not met (42).

Motion to adjourn (D. Simeone/A. Kaats).
Motion passed.

Adjournment
8:40 PM
Association étudiante des cycles supérieurs de l’Université McGill
3650, rue McTavish, Montréal (Québec)
C13-06-#01 Procès-verbal du conseil général
13 juin 2012 à 18 h 30

Membres du comité exécutif

Secrétaire général Jonathan Mooney, chargée des finances Pooja Tyagi, chargé des affaires internes Michael Krause, chargé des affaires externes Errol Salamon, chargé des relations universitaires Adam Bouchard

Membres du conseil général


Commissaires et membres sans droit de vote

Commissaire à l’écologie Kelly Nugent

Excusés

Commissaire à l’aide aux membres Vikrant Bhosle, commissaire à la santé Elizabeth Cawley, commissaire à l’équité Gretchen King

Tribune publique et invités

Bibliothèques McGill Diana Cullen

Ouverture
18 h 39

1.0 Adoption de l’ordre du jour

Motion pour approuver l’ordre du jour (D. Meadows, H. Dokainish).

Déplacer le point 10.0 pour qu’il soit suivi immédiatement du compte rendu du président d’assemblée afin de pouvoir nommer un tel président pour cette réunion du conseil général (secrétaire général/D. Meadows).

La motion est adoptée.

Ajouter une motion 3.1 à la demande de Diane Cullen des Bibliothèques McGill qui servira à annoncer des nouvelles portant sur le fonds d’amélioration des bibliothèques. Ce compte rendu durera 3 minutes (secrétaire général/chargé des affaires internes).

La motion est adoptée.

L’ordre du jour modifié est adopté.

M12-06-#001 – Approbation des recommandations du comité des nominations (comité des nominations).

IL EST RÉSOLU que les recommandations énumérées dans le compte rendu du comité des nominations soient approuvées.

La motion est adoptée.

2.0 Compte rendu du président d’assemblée

Le président d’assemblée présente un bref exposé oral.

3.0 Notifications

3.01 Bibliothèques McGill – Diana Cullen

Diane Cullen des Bibliothèques McGill présente un exposé sur l’état des bibliothèques de l’Université McGill et sur le fonds d’amélioration des bibliothèques de l’AÉCSUM.

Déplacement du point 10.4 immédiatement après l’exposé de madame Cullen pour qu’elle puisse répondre aux questions du conseil général à propos du fonds d’amélioration des bibliothèques (C. Ulmer/S. Avlijas).

La motion est adoptée.

M12-06-#004 – Fonds d’amélioration des bibliothèques (comité exécutif)

IL EST RÉSOLU que le conseil forme un comité plénière pour une durée de dix (10) minutes afin de discuter des orientations du fonds d’amélioration des bibliothèques

La motion est adoptée.
Motion pour prolonger le comité plénier afin de pouvoir voter sur les motions à l’ordre du jour (S. Forte/A. Kaats).
La motion est adoptée.

Résolutions découlant du comité plénier :

IL EST RÉSOLU que le comité du fonds d’amélioration des bibliothèques consulte les membres de l’AÉCSUM afin d’établir leurs besoins quant à ce fonds.

IL EST AUSSI RÉSOLU que ce comité explique au conseil général au début du trimestre d’automne 2012 la méthode qu’il aura choisi pour consulter les membres. Il devra présenter les résultats de cette consultation à la fin du trimestre d’automne.
La motion est adoptée.

Déplacement du point 10.2 à propos du budget de l’AÉCSUM afin qu’il précède la notification 3.2 (secrétaire général/S. Avlijas).
La motion est adoptée.

M12-06-#002 – Motion entérinant le budget 2012-2013 de l’AÉCSUM (chargée des finances/secrétaire général).
CONSIDÉRANT que l’AÉCSUM a mené une réforme en profondeur de la structure, du format et du contenu de son budget en se basant sur des données probantes;

CONSIDÉRANT que l’AÉCSUM a sciemment décidé de réduire le montant de ses dépenses discrétionnaires au cours de la dernière année – allant même jusqu’à éliminer certains montants discrétionnaires, notamment celui alloué à certains membres du comité exécutif – pour les remplacer par des catégories clairement définies;

CONSIDÉRANT que cette initiative a entrainé une réduction des dépenses, ce qui a récemment permis de réduire les frais exigés tout en favorisant une plus grande transparence des montants dépensés par les dirigeants de l’AÉCSUM. Ainsi, l’AÉCSUM a réussi à diminuer ses dépenses discrétionnaires cette année, en dépit du fait qu’elle a été beaucoup plus active que par le passé;

CONSIDÉRANT que le vice-président aux finances sortant et la chargée des finances qui le remplace proposent conjointement un budget pour les activités de l’Association en 2012-2013 et qu’ils recommandent au conseil général de l’entériner;

CONSIDÉRANT que le conseil d’administration de l’AÉCSUM a unanimement approuvé la totalité de ce budget 2012-2013;

CONSIDÉRANT que le comité exécutif recommande unanimement d’entériner ce budget 2012-2013;
CONSIDÉRANT que le guide du règlement – Activités organisationnelles établit des directives claires quant au processus d’entérinement et de modification du budget, notamment que le comité des ressources financières doit approuver le budget; et

CONSIDÉRANT que le comité des ressources financières considère que le budget 2012-2013 est en bonne et due forme et qu’il l’approuve selon les critères des documents constitutifs de l’AÉCSUM; ainsi

IL EST RÉSOLU que le conseil général entérine les produits et charges qui figurent dans le compte rendu du comité des ressources financières sur le budget des activités de l’Association en 2012-2013, ce compte rendu se trouvant en annexe.

Motion de procéder au vote (Y. Konokhova/T. Centea).
La motion est adoptée.
La motion principale est adoptée.

Déplacement du point 10.3 avant la notification 3.2 (D. Simeone/secrétaire général).
La motion est adoptée.

M12-06-#003 – Modifications au règlement et au guide du règlement – Activités des membres (comité exécutif)

CONSIDÉRANT que le règlement doit être modifié en profondeur afin d’atteindre le quorum durant les réunions du conseil ou lorsque celui-ci doit être convoqué d’urgence;

IL EST RÉSOLU d’entériner les résolutions concernant les modifications au règlement qui figurent à l’annexe A.

Modification de la résolution à l’annexe A : Remplacer « IL EST RÉSOLU qu’un référendum aura lieu du 2 au 6 juillet afin d’entériner les présentes modifications au règlement » par « IL EST RÉSOLU qu’un référendum aura lieu du 16 au 20 juillet afin d’entériner les présentes modifications au règlement. La campagne pour ce référendum se déroulera du 2 au 13 juillet. » (secrétaire général/chargé des affaires internes).

Les délibérations à propos de cette modification ont duré dix (10) minutes.

Motion de procéder au vote (T. Centea/S. Avlijas).
La motion est adoptée.
Les modifications sont acceptées.

Motion proposant d’évaluer d’abord la possibilité d’organiser un référendum sur les résolutions à propos des modifications au règlement et au guide du règlement – Activités des membres afin d’avoir le quorum requis pour passer au vote (secrétaire général/D. Simeone).
La motion est adoptée.

Motion de scinder la résolution afin de voter sur chacune des clauses modificatives de l'annexe A séparément (S. Avlijas).
La motion est adoptée.

Les délibérations à propos des modifications figurant à l'annexe A ont duré vingt (20) minutes.

Motion de procéder au vote pour chacune des modifications séparément (Y. Konokhova/A. Kaats).
La motion est adoptée.

CONSIDÉRANT que le règlement mentionne un « guide du règlement – Activités des membres »;

IL EST RÉSOLU que le « Society Operations Manual » ratifié lors de la réunion du conseil général de mai 2012 sera dorénavant intitulé le guide du règlement – Activités des membres et remplira les fonctions de ce document énumérées dans le règlement.
La motion est adoptée. Deux abstentions (D. Simeone, S. Forte).

CONSIDÉRANT que les modifications au règlement doivent être entérinées par référendum;

IL EST RÉSOLU qu'un référendum aura lieu du 16 au 20 juillet afin d'entériner les modifications au règlement susmentionnées. Ce référendum sera précédé d'une campagne qui se déroulera du 2 au 13 juillet.
La motion est adoptée. Une abstention (A. Kaats).

CONSIDÉRANT que la composition du conseil général est légèrement différente que celle prévue par le règlement qui a été distribué aux membres avant l'assemblée générale annuelle de 2012;

IL EST RÉSOLU que la règle 6.1.3.1 soit modifiée de façon à se lire comme suit en anglais : « as set out in the Society Activities Manual »;

IL EST AUSSI RÉSOLU que la règle 6.1.5 soit modifiée de façon à se lire comme suit en anglais : « as set out in the Society Activities Manual »;

IL EST AUSSI RÉSOLU d'ajouter l'article suivant au point 3.5 du guide du règlement – Activités des membres : « Conseil général – Le conseil général exige un quorum d'un tiers des membres du conseil général ».
La motion est adoptée.

Motion pour vérifier le quorum (S. Avlijas).
Le quorum est respecté (46).
CONSIDÉRANT que les réunions extraordinaires permettent de discuter de situations urgentes;

CONSIDÉRANT que selon la règle 8.1, les assemblées générales et les réunions du conseil général exigent un préavis d’au moins deux semaines;

IL EST RÉSOLU de créer une nouvelle règle 7.2.8 qui se lit comme suit : « Sans égard à la règle 8, une réunion extraordinaire n’exige qu’un préavis de soixante-douze (72) heures. Ce préavis sera accompagné d’un ordre du jour pour la réunion. »

IL EST AUSSI RÉSOLU de retirer le mot « Society » du libellé en anglais de la résolution (A. Kaats/S. Avlijas).

La modification est adoptée. Une opposition (S. Forte).

Remplacement de « 72 heures »par « cinq (5) jours » (D. Simeone/C. Ulmer).

La motion est adoptée. Une abstention (T. Centea).


Les délibérations à propos de cette modification ont duré quarante-cinq (45) minutes.

Motion de procéder au vote pour cette modification (A. Shapiro/J. Mills).

La motion est adoptée. Les modifications sont rejetées.

Motion de procéder au vote pour la motion modifiée (S. Avlijas/F. Urzua).

La motion est adoptée. Une opposition (T. Centea).

La motion principale est rejetée. Trois oppositions (T. Centea, S. Forte, J. Jensen).

Voix : Pour (19), contre (12).

Motion pour vérifier le quorum (A. Kaats).

Le quorum n’est pas respecté (42).

Motion de lever la séance (D. Simeone/A. Kaats).

La motion est adoptée.

Clôture
20 h 40
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C12-08-#02
Council Minutes
Approved
August 8, 2012, 6:30pm

Executives

Secretary-General Jonathan Mooney, Financial Affairs Officer Pooja Tyagi,
Internal Affairs Officer Michael Krause, External Affairs Officer Errol Salamon,
Academic Affairs Officer Adam Bouchard Member Services Officer Elizabeth Cawley

Councillors

ADELFIES A. Fischer, M. Simard, AHCS-GSA A. Turnbull, L. Gouigah, BGSA S.
Avlijas, BGSS L. Van der Kraak, J. Ma, S. Caldwell, CEGSS H. Nikopour Deilami,
CGSS B. Xu, O. Bushuyev, EBOSS J. Cohen, S. Rahmi, EGSA (Economics) G.
Lord, EGSA (English) C. Gelinas-Faucher, V. Somos, EGSS C.L. Conway, F. Soler
Urzua, S. Peters, EMGSS B. Kasaai, C. Mendelez, N. Winters, GAMES J. Choi, T.
Centea, GRSS G. Sorrento, GSAN B. Dawe, HGSS J. Saban, MACSS J. Degeer,
MAGSS E. Alvarado, MDGSS B. Hoac, MGAPS B. Schmidt, Y. Bresier, MGSSA
(Sociology) K. Thurairajah, MIGSA M. McCallum, PGSA (Physiology) G.
Boukhaled, SCSD-GSS J. Mills, SPOT-PGSS K. Ramadan, SWAGS J. Wegner-
Lohin, Postdoctoral Studies L. Harvey

Commissioners and non-voting members

Environment Commissioner Kelly Nugent

Regrets

Member Support Commissioner Vikrant Bhosle, Equity Commissioner Gretchen
King, HGSS D. Meadows, GSS B. Margaret Donnelly, EGSS Y. Konokhova, AHCS-
GSA G. King, BGSA E. Pedersen

Gallery and Guests

Call to Order
6:43 PM

1.0 Approval of the Agenda

Motion to approve the agenda (Academic Affairs/Secretary General).
Add an announcement from the Academic Affairs Officer on University Committees as
item 3.1 (Academic Affairs/T. Centea)

Motion passed.
Add approval of May meeting minutes C12-05#011 under approval of minutes (Secretary General/Internal Affairs)

Motion passed.

Move item 5.1 to prior to the Speaker’s Report (Executive Committee)

Motion passed.

Add two emergency motions following 5.1 for PGSS appointments (Executive Committee)

1. BIRT the decision of the Executive Committee to appoint Pooja Tyagi to the Member Services Committee be ratified.
2. BIRT the resignation of the Health Commissioner, Elizabeth Cawley, be ratified.

Motion passed.

Agenda approved, as amended.

1.01. Motion R13-06-#001 – Council Quorum: Second Reading (Secretary General/Academic Affairs)

WHEREAS the resolution below was approved during the June council meeting AND through the July referendum vote;

BIRT a new Society Activities Manual Article “Council” 3.5 be added reading “The quorum of council is one third of the number of councillors.”

Motion to call the question. (T. Centea/C. Melendez)

Motion passed.

Main motion passed. One opposed (S. Rahmi). One abstained (S. Avlijas).

2.0 Speaker’s Report

The Speaker delivered a brief, oral report regarding Council procedures and rules.

3.0 Announcements

3.01 Academic Affairs Officer – University Committees

The Academic Affairs Officer outlined committee vacancies at the University level which require a graduate student, and encouraged members to participate.

4.0 Approval of Minutes

The minutes for the meeting C12-05#011 were approved (Secretary General/Academic Affairs)

Motion to postpone approval of the minutes for the meeting C12-06-#01 until next council meeting (Secretary General/Academic Affairs)

Motion passed.
5.0 Business Arising from the Minutes and Standing Orders

5.01 Emergency Motion of member appointments for ratification by Council (Executive Committee)

1. BIRT the decision of the Executive Committee to appoint Pooja Tyagi to the member services committee be ratified. 
   Motion passed.

2. BIRT the resignation of the Health Commissioner, Elizabeth Cawley, be ratified. 
   Motion passed.

5.02 Motion R13-06-#001 – To accept recommendations of the Appointments Board (Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.
Amend to remove from the report the two names for appointment to the Board of Directors, as these appointments are not ratified by Council and were included in error (Academic Affairs/Secretary General) 
Motion passed.

Discussion ensued for twenty (20) minutes regarding the process of approval for committee members as well as criteria for appointment or denial of appointment.

Motion to delay the approval of the report until it is updated to include the criteria for approval/denial of applicants as well the number of applications that are denied (without names) and the reasons for their denial (S. Peters/J. Wegner-Lohin).

Amend the resolution clause to read “with the exception of candidates elected to uncontested positions” after “until” and the following two items after “include” (G. Lord/S. Avlijas):

1. An explanation as to how selected candidates meet each criteria for selection as outlined in the bylaws;
2. Only for those committees where there are still vacancies and candidates were rejected, the Appointments Board justify their rejections without mentioning the candidates name.

Motion to call the question (Secretary General/C. Melendez)

Motion passed.
Amendment to the motion passed.
Motion passed, as amended. One opposed (T. Centea).
5.03 **Motion R13-06-#001 – Quebec Election (Secretary General/External Affairs)**
WHEREAS it is likely that a Quebec provincial election will take place within the next month;
WHEREAS several issues pertinent to the PGSS and its members, such as the tuition fees policy and Law 78, will form a part of the election campaign;

WHEREAS the Fédération étudiante universitaire du Québec seeks to ensure that its member associations offer their membership with fora to engage politically during the upcoming election campaign;

WHEREAS the purpose of the PGSS is "to offer opportunity for free and informal discussion of issues of concern to members" and "to provide representation and advocacy for members";

BIRT Council enter a committee of the whole for a period of up to 15 minutes to discuss the role of the PGSS in the upcoming Quebec provincial election.

Council entered into committee of the whole.
Council exited committee of the whole.

BIRT PGSS provide information to its members regarding voting eligibility and voting locations and provide information regarding the issues central to the campaign that affect graduate students and postdoctoral students and provide information regarding locations and times of events when political representatives will speak in debate (S. Avlijas/L. Gouigah).

*Motion passed.*

5.04 **Motion R13-06-#003 – Bylaw: Special Meeting Notice (Board of Directors)**
WHEREAS the Bylaw changes require a 2/3 majority to pass while the below clause only passed by a vote of 19 to 12 at the June meeting of council;

WHEREAS the Board of Directors therefore did not ratify the change and referred the motion back to council;

WHEREAS Society Bylaw 8.1 requires at least two weeks notice for all council or general meetings;

BIRT a new Society Bylaw 7.2.8 be added, reading, “Notwithstanding Bylaw 8, special meetings may be called and the agenda may be distributed with seventy-two (72) hours notice”

*Main motion passed, by required 2/3 majority. One opposed (T. Centea).*

The Financial Affairs Officer and Secretary-General on a point of order stated that the motion from the Board of Directors was to read “with five (5) days notice” in place of “with seventy-two (72) hours notice” and this motion in the agenda is incorrect.
Discussion ensued.

Amend to reinstate original motion as “seventy-two (72) hours notice” instead of “five (5) days notice” (G. Lord/L. Gouigah)

Motion passed. One opposed (T. Centea).

Add additional resolution: BIFRT a special general meeting can be called by petition with signatures from one hundred (100) PGSS members (C. L. Conway/F. Soler Urzua)

Motion to refer the above amendment for signature number to the Policy and Structure Advisory Committee (Secretary General/J. Choi)

Motion passed, amendment referred to Policy Committee. One abstention (L. Gouigah)

Typographical error amendment in the original motion to replace “Society Bylaw 7.2.8” with “Society Bylaw 7.4.4” and replace “Notwithstanding Bylaw 8” with “Notwithstanding Bylaw 7.4.1” (Secretary General)

Amend to add “of Council” following “special meetings” in the original resolution clause (T. Centea/G. Lord)

Motion to extend council by thirty (30) minutes (Secretary General/Member Services)

Motion passed.

Motion to call the question (C. Melendez/Secretary General)

Motion passed.

Amendment failed.

Main motion passed, as amended to read seventy-two (72) hours notice.

5.05 Motion R13-06-#005 – Student Code of Conduct (G. King/Secretary General)

WHEREAS article 21A of the Student Code of Conduct (*) has been used against student strikers this semester;

WHEREAS the use of 21A does not require oversight by the Committee on Student Discipline (CDS);

WHEREAS currently the Code offers no definition of “good order” nor any restriction on the number of 21As that can be used consecutively;

BIFRT PGSS advocate, through Senate and other relevant bodies that have purview over the Student Code of Conduct, to have article 21A of the code amended to bring it in line with Quebec and Canadian laws, including the Canadian and Quebec Charter of Rights and the McGill Charter of Student Rights;
From the Green Book (p. 31): 21 (a) The disciplinary officers listed in Article 20 or their deputies may require any student within their immediate areas of jurisdiction whose conduct therein, to the personal knowledge of such disciplinary officers or upon reliable information, gives rise to reasonable grounds to believe that the student’s continued presence in said area is detrimental to good order, or constitutes a threat to the safety of others, immediately to leave and remain away from said area or a part thereof, as the case may be, for a period not exceeding five working days, or in the case of the Directors of residences, five days, from any or all residences. No student shall be barred from taking any examination(s) or submitting any academic paper(s) because of this article but the disciplinary officer may make special arrangements as to time and place for the completion of such work.

Motion passed.

5.06 Motion R13-06-#008 – Executive Work Plan (Executive Committee)

WHEREAS the Executive Work Plan must be assembled over the summer;
WHEREAS Council input into this work plan would benefit the executive committee;
BIRT Council enter into committee of the whole for a period of up to fifteen (15) minutes to discuss the executive work plan.

Council entered committee of the whole.

Motion to call quorum; count at 29, quorum is met.

Motion to extend council for thirty (30) minutes (Secretary General/T. Centea) 
Motion passed.

Motion to extend committee of the whole by five (5) minutes (Secretary General/Internal Affairs).
Motion passed.

Motion to extend committee of the whole by two (2) minutes (Secretary General/T. Centea)
Motion passed.

Council exited committee of the whole.

5.07 Motion R13-06-#006 – Bill 78 (Executive Committee)

BIRT Council enter into committee of the whole for a period of ten (10) minutes to discuss actions items with regard to the PGSS response to law 78.

Council entered into committee of the whole.
Motion to call quorum; count is 23, quorum not met.

Council exited committee of the whole.

Motion to Adjourn (Secretary General/Internal Affairs)
Motion passed.

Adjournment
9:50 PM
Association étudiante des cycles supérieurs de l’Université McGill
3650, rue McTavish, Montréal (Québec)
C12-08-#02
Procès-verbal du conseil général
8 août 2012 à 18 h 30

Membres du comité exécutif

Secrétaire général Jonathan Mooney, chargée des finances Pooja Tyagi, chargé des affaires internes Michael Krause, chargé des affaires externes Errol Salamon, chargé des relations universitaires Adam Bouchard, chargée des services aux membres Elizabeth Cawley

Membres du conseil général

Commissaires et membres sans droit de vote
Commissaire à l’écologie Kelly Nugent

Excusés
Commissaire à l’aide aux membres Vikrant Bhosle, commissaire à l’équité Gretchen King, HGSS D. Meadows, GSS B. Margaret Donnelly, AEDSE Y. Konokhova, AÉCS-HAEC G. King, BGSA E. Pedersen

Ouverture
18 h 43

1.0 Adoption de l’ordre du jour
Motion pour approuver l’ordre du jour (relations universitaires/secrétaire général). Ajouter une déclaration du chargé des relations universitaires à propos des comités universitaires sous le point 3.1 (relations universitaires/T. Centea)

La motion est adoptée.

Ajouter l’adoption du procès-verbal pour la réunion de mai C12-05#011 dans la section réservée à l’adoption des procès-verbaux. (secrétaire général/affaires internes).

La motion est adoptée.
Déplacer le point 5.1 pour qu'il précède le compte rendu du président d'assemblée (comité exécutif).

La motion est adoptée.

Ajouter deux motions d'urgence après 5.1 pour les nominations à l'AÉCSUM (comité exécutif).
1. IL EST RÉSOLU que la nomination de Pooja Tyagi au comité des services aux membres par le comité exécutif est entérinée.
2. IL EST RÉSOLU que la démission Elizabeth Cawley au poste de commissaire à la santé est entérinée.

La motion est adoptée.

L'ordre du jour modifié est adopté.

1.01 Motion R13-06-#001 – Quorum du conseil général : deuxième lecture (secrétaire général/relations universitaires)

CONSIDÉRANT que la résolution qui suit a été approuvée lors de la réunion de juin du conseil général ET par le référendum de juillet;

IL EST RÉSOLU d'ajouter l'article suivant au point 3.5 du guide du règlement – Activités des membres : « Conseil général – Le conseil général exige un quorum d'un tiers des membres du conseil général ».

Motion de procéder au vote (T. Centea/C. Melendez).
La motion est adoptée.

La motion principale est adoptée. Une opposition (S. Rahmi). Une abstention (S. Avlijas).

2.0 Compte rendu du président d'assemblée
Le président d’assemblée présente un bref exposé oral à propos des règles et procédure du conseil général.

3.0 Notifications
3.01 Chargé des relations universitaires – Comités universitaires

Le chargé des relations universitaires souligne que plusieurs comités agissant à l'échelle de la communauté universitaire sont à la recherche d'étudiants des cycles supérieurs. Le chargé encourage donc les membres à présenter leur candidature à ces comités.

4.0 Adoption des procès-verbaux
Le procès-verbal pour la réunion C12-05#011 est adopté. (secrétaire général/relations universitaires)
Motion pour reporter l’adoption du procès-verbal pour la réunion C12-06#01 à la prochaine réunion du conseil (secrétaire général/relations universitaires).

La motion est adoptée.

5.0 Suivi de la dernière réunion et consignes générales

5.01 Motion d’urgence pour les nominations que le conseil général doit entériner (comité exécutif)
1. IL EST RÉSOLU que la nomination de Pooja Tyagi au comité des services aux membres par le comité exécutif est entérinée.
   La motion est adoptée.

2. IL EST RÉSOLU que la démission Elizabeth Cawley au poste de commissaire à la santé est entérinée.

La motion est adoptée.

5.02 Motion R13-06-#001 – Approbation des recommandations de la commission des nominations (commission des nominations)
IL EST RÉSOLU que le conseil général approuve les recommandations de la commission des nominations.

Modifier afin de retirer deux nominations pour le conseil d’administration. Ces nominations ont été ajoutées par erreur, car le conseil général n’est pas responsable d’approuver les nominations pour le conseil d’administration (relations universitaires/secrétaire général).

La motion est adoptée.

Les délibérations à propos du processus d’approbation des membres d’un comité, des critères d’évaluation d’une candidature et des caractéristiques à éviter ont duré vingt (20) minutes.

Motion pour reporter l’adoption du compte rendu afin d’inclure les critères d’évaluation, le nombre de candidatures rejetées (sans les noms) et les motifs du refus (S. Peters/J. Wegner-Lohin).

Modifier la résolution de façon à se lire comme suit après « until » en anglais : « with the exception of candidates elected to uncontested positions »; et à inclure les éléments suivants après « include » (G. Lord/S. Avlijas) :
1. Revue des candidats qui répondent à chacun des critères d’évaluation énumérés dans le règlement;
2. Motifs expliquant le refus d’une candidature (sans inclure le nom du candidat) par la commission des nominations, mais seulement lorsqu’il y a des postes vacants au sein d’un comité particulier.

Motion de procéder au vote (secrétaire général/C. Melendez).

La motion est adoptée.
La modification de la motion est adoptée.
La motion modifiée est adoptée. Une opposition (T. Centea).
5.03 Motion R13-06-#001 – Élections provinciales (secrétaire général/affaires externes)
CONSIDÉRANT qu’il semble probable que des élections provinciales seront déclenchées au Québec d’ici un mois;

CONSIDÉRANT que de nombreux enjeux importants de la campagne électorale, notamment la politique des droits de scolarité et la loi 78, touchent l’AÉCSUM et ses membres;

CONSIDÉRANT que la Fédération étudiante universitaire du Québec veut s’assurer que les associations qu’elle représente organisent des occasions d’échange pour leurs membres afin de les inciter à intervenir lors de la campagne électorale;

CONSIDÉRANT que l’AÉCSUM vise à « créer des occasions d’échange informelles à propos de sujets qui préoccupent les membres » et à « représenter et défendre les intérêts des membres »;

IL EST RÉSOLU que le conseil forme un comité plénier pour une durée ne dépassant pas quinze (15) minutes afin de discuter du rôle de l’AÉCSUM lors d’élections provinciales éventuelles.

Le conseil général forme un comité plénier.
Le conseil général met fin au comité plénier.

IL EST RÉSOLU que l’AÉCSUM informera ses membres quant aux éléments suivants : critères d’admissibilité pour participer au scrutin; adresses des bureaux de vote; enjeux touchant particulièrement les étudiants aux cycles supérieurs (maîtrise, doctorat, postdoctorat); date et lieu des rencontres avec les représentants des divers partis politiques (S. Avlijas/L. Gouigah).

La motion est adoptée.

5.04 Motion R13-06-#003 – Règle : avis pour les réunions extraordinaires (conseil d’administration)
CONSIDÉRANT qu’il faut une majorité des 2/3 pour modifier une règle, mais que la clause ci-après n’a récolté que 19 voix contre 12 lors de la réunion de juin du conseil;

CONSIDÉRANT que le conseil d’administration n’a donc pas pu entériner cette modification et a dû la retourner au conseil général;

CONSIDÉRANT que selon la règle 8.1, les assemblées générales et les réunions du conseil général exigent un préavis d’au moins deux semaines;

IL EST RÉSOLU de créer une nouvelle règle 7.2.8 qui se lit comme suit : « Sans égard à la règle 8, une réunion extraordinaire n’exige qu’un préavis de soixante-douze (72) heures. Ce préavis sera accompagné d’un ordre du jour pour la réunion. »
La motion principale est adoptée en bonne et due forme par une majorité des 2/3. Une opposition (T. Centea).

Lors d’un rappel au règlement, la chargée des finances et le secrétaire général mentionnent qu’une erreur s’est glissée dans la motion du conseil d’administration. Celle-ci devrait se lire « cinq (5) jours » plutôt que « soixante-douze (72) heures »

Garder la motion de façon à se lire comme suit: « soixante-douze (72) heures » plutôt que « cinq (5) jours » (G. Lord/L. Gouigah).

La motion est adoptée. Une opposition (T. Centea).

Ajouter la résolution suivante : IL EST AUSSI RÉSOLU qu’une assemblée générale extraordinaire peut être convoquée par une pétition signée par au moins cent (100) membres de l’AÉCSUM (C. L. Conway/F. Soler Urzua).

Motion de renvoi de la modification susmentionnée quant au nombre de signatures au comité consultatif sur les politiques et la structure (secrétaire général/J. Choi).

La motion est adoptée et la modification est renvoyée au comité consultatif en question. Une abstention (L. Gouigah).

Correction d’une coquille dans le libellé anglais de la motion : remplacer « Society Bylaw 7.2.8 » par « Society Bylaw 7.4.4 » et « Notwithstanding Bylaw 8 » par « Notwithstanding Bylaw 7.4.1 » (secrétaire général).

Modifier le libellé anglais de la résolution pour ajouter « of Council » après « special meetings » (T. Centea/G. Lord).

Motion pour prolonger de trente (30) minutes la réunion (secrétaire général/services aux membres).

La motion est adoptée.

Motion de procéder au vote (C. Melendez/secrétaire général).

La motion est adoptée.

Les modifications sont rejetées.

La motion principale (version modifiée) est adoptée pour se lire: « un préavis de soixante-douze (72) heures »

**5.05 Motion R13-06-#005 – Code de conduite de l’étudiant (G. King/secrétaire général)**

CONSIDÉRANT que le paragraphe 21A du code de conduite de l’étudiant (*) a été invoqué contre les étudiants en grève ce dernier trimestre;

CONSIDÉRANT que l’application du paragraphe 21A ne relève pas du comité de discipline étudiante;
CONSIDÉRANT que le code ne spécifie aucune restriction quant au nombre d’invocations consécutives du paragraphe 21A. De plus, le terme « bon ordre » n’est actuellement pas défini dans le code;

IL EST RÉSOLU que l’AÉCSUM incite le Sénat de McGill, ainsi que toute autre instance qui supervise l’application du code de conduite de l’étudiant, à modifier le paragraphe 21A de façon à respecter les lois en vigueur au Québec et au Canada, notamment la Charte canadienne des droits et libertés, la Charte des droits et libertés de la personne du Québec, et la charte des droits de l’étudiant de l’Université McGill;

Extrait du recueil des droits et obligations de l’étudiant (page 31) : 21 (1) Les responsables de la discipline énumérés à l’article 20 ou leurs suppléants peuvent enjoindre à tout étudiant se trouvant dans leur zone de responsabilité immédiate et dont la conduite dans ces lieux, à leur connaissance personnelle ou sur la foi de renseignements fiables, donne des motifs raisonnables de croire que leur présence continue dans de tels lieux nuit au bon ordre ou constitue une menace pour la sécurité d’autrui, de quitter immédiatement ces lieux et de se tenir en dehors de tout ou partie de ceux-ci, selon le cas, pendant une période d’au plus cinq journées universitaires ou, dans le cas des directeurs de résidence, d’au plus cinq jours en dehors de toutes les résidences. Aucun étudiant ne doit être exclu du passage d’examens ou de la présentation d’exposés universitaires du fait du présent article, mais le responsable de la discipline peut prendre des dispositions particulières quant au moment et au lieu de tels examens et présentations d’exposé.

La motion est adoptée.

5.06 Motion R13-06-#008 – Plan de travail du comité exécutif (comité exécutif)

CONSIDÉRANT que le plan de travail du comité exécutif doit être élaboré au cours de l’été;
CONSIDÉRANT que le comité exécutif pourrait profiter des suggestions du conseil général;
IL EST RÉSOLU que le conseil forme un comité plénierr pour une durée ne dépassant pas quinze (15) minutes afin de discuter du plan de travail du comité exécutif.

Le conseil général forme un comité plénierr.
Motion pour vérifier le quorum; le décompte est de 29, le quorum est satisfait.
Motion pour prolonger la réunion de trente (30) minutes (secrétaire général/T. Centea).

La motion est adoptée.

Motion pour prolonger le comité plénierr de cinq (5) minutes (secrétaire général/affaires internes).

La motion est adoptée.
Motion pour prolonger le comité plénier de deux (2) minutes (secrétaire général/T. Centea).

La motion est adoptée.

Le conseil général met fin au comité plénier.

5.07 Motion R13-06-#006 – Loi 78 (comité exécutif)

IL EST RÉSOLU que le conseil forme un comité plénier pour une durée de dix (10) minutes afin de discuter des mesures que pourrait prendre l'AÉCSUM en réaction à la loi 78.

Le conseil général forme un comité plénier.

IL EST RÉSOLU que l'AÉCSUM doit souligner que la loi 78 constitue une érosion des libertés individuelles et une subversion des valeurs civiques (secrétaire général/S. Avlijas).

Motion pour renvoyer la résolution susmentionnée au conseil général.
La motion est adoptée. Une opposition (T. Centea)

Motion pour vérifier le quorum; le décompte est de 23, absence de quorum.

Le conseil général met fin au comité plénier.

Motion de lever la séance (secrétaire général/affaires internes).

La motion est adoptée.

Clôture
21 h 50
Executives

Secretary-General Jonathan Mooney, Financial Affairs Officer Pooja Tyagi, Internal Affairs Officer Michael Krause, External Affairs Officer Errol Salamon, Academic Affairs Officer Adam Bouchard Member Services Officer Elizabeth Cawley

Councillors


Commissioners and non-voting members

Member Support Commissioner Vikrant Bhosle, Equity Commissioner Gretchen King, Environment Commissioner Kelly Nugent

Regrets

Lydiane Gaborieau

Gallery and Guests

Jessica Lukawiecki
O'May Che
Chaineau Nalhilde

CALL TO ORDER
6:43 PM

1. Approval of the Agenda

Move item 10.1. Motion R12-09-#019 to the top of the agenda after item 4 Approval of minutes (Secretary-General/External Affairs)

Motion passed.
Move item 10.2. Motion R12-09-#020 to top of agenda after Executive workplan. (External Affairs/Secretary-General).

Motion passed.

Agenda approved, as amended.

2. **Speaker’s Report**

The Speaker delivered a brief, oral report. It outlined the clarification of the roles and the ability to speak for new members of Council.

3. **Announcements**

3.1 APF – Association of Postdoctoral Fellows

Promotion of association

3.2 LIF – Library Improvement Fund

The Academic Affairs Officer requested feedback on projects, and announce there will be town hall sessions in January and March. Council will decide on one major and minor project to pursue from the shortlist.

3.2 Upcoming Social Events

3.4 Package for TH membership

3.5 Legal information Clinic Survey

3.6 AHCS GSA – Art History and Communication Studies

Notice of end of strike action

3.7 Pow wow event

4. **Approval of the Minutes**

The Minutes of August 8, 2012 were approved.

Secretary-General noted that the current June minutes do not have enough detail, for example, a long discussion is not recognised in the current format. He noted, on a point of information, the motion to discuss the content of the minutes contained in the agenda.

Motion to postpone approval of June meeting minutes until October Council (Secretary-General/Academic Affairs)

Motion passed.
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-09-#019 · Executive Workplan (Executive Committee)

WHEREAS In accordance with the SOM the Workplan has been presented to the Executive-Commissioner Caucus (2.2.4);

WHEREAS the SOM states that the Workplan be presented to Council in September for approval;

WHEREAS the Workplan was circulated to Council 2 weeks prior to Council;

BIRT Council adopt the Workplan provided in this package

Motion to allow suspension of rules to allow Secretary-General to speak for five minutes to highlight work plan (Secretary-General/Academic Affairs)

Motion passed.

Secretary-General gave an overview of the Executive's work plan.

Supervision project
A number of items were discussed including supervision research report which will contain data from interviews and survey data from CGPSS and GPS survey that will be undertaken in October. The overall aim is to address weaknesses and improve supervisory relationships at McGill.

University-Industry partnerships and partnerships with the community
The development of the QI hub of innovation in Griffintown has put partnerships to the forefront. The goal is to ensure that the rights and responsibilities of graduate students are protected and the integrity of McGill is maintained.

Representation
There are several objectives within this portfolio: to improve the quality of committee representation, to provide committee members with policies and practices to ensure they present the views of PGSS; to ensure all the committee are filled and they are informed of all the issues; to involve postdocs more and represent their views at the university level.

Motion to extend length of speaking time for two minutes. No objections.

A number of issues were also mentioned:
University Governance reform
Reform of the student code
Workings of the Student grievance committees
Internal affairs survey
New document management system
More sessions with PGSAs, regular meetings
Internal practices, membership office
Policy manual update
Sustainable audits
Representation on education summit at provincial level
Accountability of fees to better meet needs of students

S. Caldwell asked how the selection bias on supervisor equality survey was being addressed.

Secretary-General noted an expert is involved from GPS to ensure the survey is thorough and not biased.
S. Rahmi asked why Engineering was not included in the supervision pilot projects.

Academic Affairs advised that it meant generally one from a lab-based research program and one from a non-lab based program.

A. Best asked where Maths and Statistics fell in that binary description

Academic Affairs responded that it is too early in the development to determine if it has been defined it well or poorly. He also asked for volunteers to help with the project.

D. Simone asked the Financial Affairs Officer to outline her plans for the year.

Financial Affairs noted that the position encompasses a lot of responsibility, mainly relating to memorandum agreements with the university. In certain grants programmes, the university did not make the same contribution as last year. The needs-based bursary agreement needs proper structure for administration. The fee levies need to be made more accountable. Special projects will receive money from McGill in September.

Moved to extend by two (2) minutes (Financial Affairs/External Affairs). No objections.

The Financial Affairs Officer further described other initiatives, and advised that the transition was difficult due to a lack of records and no transition report. She stated that her role is to make sure Thomson House is financially sustainable and they have the right policies in place.

Main motion passed.

5.2. Motion R12-09-#020 · Quebec Election Result
(External Affairs Officer/…)

WHEREAS the election of a new Quebec government on September 4, 2012 will likely impact PGSS actions in 2012-2013;

BIRT Council enter committee-of-the-whole for a period of 10 minutes to discuss a PGSS plan with regard to the newly-elected Quebec government.

Motion to speak in support of the motion for five minutes (External Affairs/Equity Commissioner)

Motion passed.

External Affairs provided an overview of the PQ government's position of tuition and Law 12. He requested input from Council on how best PGSS can engage with the education summit.

Motion to extend for one minute. No objections.

He spoke in favour of showing solidarity with other student associations and dealing with the disciplinary charges that some students still face in relation to spring demonstrations.

Secretary-General, on a point of information, attended Principal's forum for student leaders last night in the ballroom. McGill will maintain their position of calling for increase to Canadian average.

Member Services, on a point of information, advised that the Principal mentioned the increase is for undergraduates, with full funding for graduates in research disciplines.

Council entered committee of the whole.
Motion to extend committee of the whole for five minutes. (External Affairs)

Motion passed.

Council exited committee of the whole.

Motion out of the committee of the whole (External Affairs/Secretary-General).

a. BIRT PGSS develop a local education summit here at McGill
b. BIRT PGSS advocate for amnesty for students charged with disciplinary offenses by their university related to non-violent political activity during the student movement

Motion to call the question (D. Meadows, C. Stevens).

Debate ensued.

S. Caldwell, on a point of information, asked whether members are involved in disciplinary actions.

External Affairs responded that at least four PGSS members were charged and this does not include those on strike.

S. Avlijas, speaking in favour of the motion, noted that it allows people facing disciplinary charges to come forward to receive support from PGSS.

External Affairs, on a point of information, noted that a number of other FEUQ-affiliated associations have passed motions and this will help FEUQ advocate for students.

Motion to call the question (Equity Commissioner/Secretary-General)

Motion passed.

Emergency motion

BIRT PGSS make representation to the FEUQ supporting a policy of cooperation rather than antagonism toward other student federations. (Secretary-General/External Affairs)

External Affairs, on motivation, noted that organizations need to work together as a student movement even if they have different goals.

G. Lord, speaking in favour, approves the amendment of the motion as it strikes the right balance.

Motion passed.

5.3. Motion R12-08-#014 · To accept recommendations of the Appointments Board (Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

Add additional resolution: BIRT Council amend the circulated Appointments Board Report to include the recommendations for the Health Commissioner position and the seat on the Selection Committee of the Deputy Provost Student Life and Learning (Academic Affairs/D. Meadows).
Motion passed as amended.

**5.4. Motion R12-06-#006 · Bill 78**
(committee of the whole)

**BIRT the PGSS draw attention to the undermining of civil liberty and the subversion of the principle of civil liability inherent in Law 78.**

Motion to Amend Law 78 to read Law 12. (S. Avlijas, External Affairs)

Secretary General, speaking in favour of the motion, informed Council that the Executive met during the summer to discuss and analysed the opinion from the bar association of Quebec. It was a violation of civil liberties and held student associations liable for individual’s actions.

S. Avlijas, speaking in favour of motion, advised that Law 12 was used as a scare tactic to intimidate students and student associations from protesting and it should be denounced.

Motion passed as amended.

**5.5. Motion R12-06-#007 · Office spaces**
(G. Lord /..)

WHEREAS graduate student office spaces serve both as a place to work and as a social environment

WHEREAS without common office space within their department, graduate students, especially those in their thesis years, are likely to be scattered and isolated, with potentially serious consequence on morale, motivation and productivity

WHEREAS many departments lack common office space

WHEREAS advocating effectively for more appropriate working environments requires an accurate knowledge of the current situation of departments in that respect

**BIFRT PGSS investigate potential ways of expanding on currently designated office spaces.**

**BIRT Council enters Committee of the Whole for 10 minutes.**

Discussion ensued.

Council exited the committee of the whole.

G. Lord, on motivation, described the impact that the lack of office space has on graduate student moral and the creation of a feeling of isolation from departments.

Secretary-General, on a point of information, asked whether PGSS should investigate the issue broadly or focus on a particular department

G. Lord replied that it should focus on broad application of cases.

L. Harvey, spoke on a point of debate, argued that in some instances such as in Douglas hospital there is a lot of office space but it is an open plan and noisy so students work from home.
S. Avlijas, speaking in favour of the motion, stated that office space is vital for collaborative working and shared time was invaluable to quality of the work.

Motion out of the Committee of the Whole (Member Services/ T.Centea)

**Motion to Amend the BIFRT clause to:**

*BIFRT the PGSS executive and the mover of this motion discuss this project at the next executive meeting and present a potential project proposal at the October council meeting. (Member Services, T. Centea)*

S. Avlijas, speaking in favour, encouraged Council to accept the project and details should be provided at next Council.

Secretary-General, speaking in favour, stated that it was a great project but needs a clear set of goals to move it forward.

Amendment passed.

Motion passed, as amended.

**5.6. Motion R12-06-#009 · Strike Bylaw**

(H. Nikopour/..)

**BIRT following section be added to the bylaws under Bylaw 5.7 on General meetings in section 2, "Purview restrictions":**

Decision for starting a strike by PGSS should be made only through an electronic referendum where all PGSS members can vote online. If the majority accepts by the vote to go on strike, then PGSS will not provide legal support to members seeking injunctions and will allow the majority voice to take action.

Motion to object to consideration. (Equity Commissioner/External Affairs).

Motion failed.

H. Nikopour, on motivation, noted that a small minority of members voted on strike action at the General Assembly (GA). Other students complained they did not have any input in the decision. An electronic referendum would allow participation of the whole PGSS body. This process would be very easy and cost effective.

S. Avlijas, speaking against the motion, noted that an on-line poll does not support decisions, participation is historically low, and decision requires debate that is informed by discussion.

Secretary-General, speaking against the motion, noted that the GA is the best option in terms of deciding such decisions, as it provides better protection and allows for an informed discussion where people have the opportunity to hear both sides of the debate openly.

C. Stevens, speaking in favour, noted a lot of misinformation before the last strike, and agrees with the previous speakers' comments.

R. Michael Winters, speaking against the motion, called for a GA then a popular vote.

A. Best, speaking in favour, argued that a discussion is needed but recommended a change of venue to ensure that more people could attend.
D. Meadows, on a point of information, noted that it should be in a forum to include everyone and recommended that it be put on the agenda for next GA.

The Speaker, on a point of information, noted that any change involved a bylaw change which involved three stages: Council, Board of Directors and a GA.

Council entered committee of the whole.

Discussion ensued.

Council exited committee of the whole.

Motion failed (18 in favour, 24 opposed).

5.7. Motion R12-06-#010 · Social Events for 2012-2013
(Internal Affairs Officer/..)

BIRT Council enter into Committee of the Whole for a period of 5 minutes to discuss social events for 2012-2013.

Motion passed.

Council exited committee of the whole.

5.8. Motion R12-08-#017 · Appointment of Council Speaker
(Appointments Board)

BIRT Council approve the nomination of the Appointments Board that Brittany Rocque be appointed to the position of Council speaker for the PGSS Council Session 2012-2013.

Secretary-General noted the rule for councillor to chair this part of meeting

G. Boukhaled takes chair.

Internal affairs outlined the process in selecting the candidate.

G. King, on a point of information, enquired who was interviewed and what candidates, conflicts of interests were addressed.

D. Meadows, on a point of information, confirmed that all those who had conflict of interest did not vote, the first candidate had no experience of council and the second candidate did not show up.

G. King, on a point of information, asked whether the conflict of interest was disclosed

Internal Affairs explained the conflict of interest. He noted that Academic Affairs excused himself from the discussion as did the Secretary-General who was the former speaker.

G. King noted that the Secretary-General engaged the Speaker on a number of occasions during Council. The duties of the Speaker should be left to the discretion of the individual and they should act independently.
Internal Affairs noted that any conflict of interest is not attached to the person but the very nature of the position. They must learn from previous holders of the role.

S. Avlijas spoke in agreement with Internal Affairs, stating that the same issue existed last year. PGSS should address the training issue and conflict of interest.

Motion passed. One opposed (G. King)

5.9. Motion R12-06-#012 · Motion to adopt a Tuition Fee Policy
(S. Forte /..)

WHEREAS the current policy on Tuition Freeze does not allow for the resolution of the conflict relating to the tuition fee increase originally scheduled to begin in fall 2012.

BIRT council adopt the propose policy on Tuition Fees, in first reading, to entirely replace the present policy.

Policy on Tuition Fees

The PGSS Recognizes:
1. There are financial concerns in the province of Quebec, but the allocation of public revenue is a choice;
2. Although there are alternative sources of governmental revenue that can be used to fund higher education, tuition fees remain an important contributor to the financing of academic institutions;
3. That the burdens of financing tertiary education should not fall entirely upon graduate students.

The PGSS supports:
1. Maintaining of tuition fees for Quebec resident, graduate students below the Canadian average;
2. The implementation of a freeze on tuition fees for Quebec Resident, Canadian as well as international students starting in September 2019 adjusted annually to correct for inflation based on the Consumer Price Index (CPI).

Recommendation:

1. The PGSS should create a policy regarding ancillary fees.

No seconder. Motion not adopted.

5.10. Motion R12-08-#018 · Recording of Council Discussion
(Secretary-General/...)

WHEREAS the minutes of the June meeting of the PGSS Council contain only resolutions and no record of the content of discussions which took place;

AND WHEREAS Society Bylaw Section 7.8 ostensibly circumscribes the content of the minutes, resulting in these reduced minutes;

AND WHEREAS there was a precedent to record the content of discussions which occurred at council meetings, while careful attention must be paid to the time and resources required to record discussion content in minutes;
AND WHEREAS Robert's Rules of Order suggest that a summary of discussions which take place in assemblies be recorded in the minutes of the meeting;

**BIRT Council enter committee of the whole for a period of up to 10 minutes to discuss the level of detail desired for the minutes of PGSS Council meetings.**

Motion passed.

Council enters committee of the whole.

Council exits committee of the whole.

Motion out of committee of the whole.

**BIRT a brief summary of discussions be included in council minutes.**

**BIFRT the executive committee be mandated to commence the recording and online distribution of recordings of council meetings pending legal consultation.**

Motion passed, as amended.

Motion to adjourn (Equity Commissioner/ Secretary-General)

Motion passed.

**Adjournment**

9:15 PM
Executives

**Secretary-General** Jonathan Mooney, **Financial Affairs Officer** Pooja Tyagi, **Internal Affairs Officer** Michael Krause, **External Affairs Officer** Errol Salamon, **Academic Affairs Officer** Adam Bouchard **Member Services Officer** Elizabeth Cawley

Councillors


Commissioners and non-voting members

**Member Support Commissioner** Vikrant Bhosle, **Equity Commissioner** Gretchen King, **Environment Commissioner** Kelly Nugent **Health Commissioner** Helena Zakrzewski

Regrets

Jaime Wegner-Lohin, Karina Vold, Cora Lee Conway, T. Centea

Gallery and Guests

Professor Anthony C. Masi, Emily Young, Anne Elise Keen, Elizabeth Kaempffer, ESGSS Yoon Chi, Rahul Gawri, McGill Tribune Erika Friesen, Andra Cernavskis Anna Katycheva McGill Daily Micheal Lee-Murphy, FEUQ Leah Freeman Marc Andre Legault

CALL TO ORDER
6:41 PM
1. Approval of the Agenda

Move items 10.1-10.4 to just after motion 5.1 approval of appointments (External Affairs/ Secretary-General).

External Affairs, on motivation, did not wish to have guests from FEUQ wait. The timing was also very important given decisions were to be taken soon on FEUQ’s proposals for Education Summit.

Financial Affairs, speaking against the motion, was not aware of amendments to the agenda and wishes to present budget to comply with bylaw.

Internal Affairs, speaking against the motion, advised that the Appeals Board report has been outstanding for some time and this is the business of this Council.

Secretary-General, on motivation, argued that it was unreasonable for guests to wait all evening before given an opportunity to address Council.

Motion passed.

Table item 10.7 until the November meeting (F. Soler Urzúa)

Motion passed.

Student Support Commissioner, on a point of information, requested an amendment to agenda to reflect the new title of Student Support Commissioner position, now Member Support Commissioner.

Add recognition of Experimental Surgery Post-Graduate Student Association to the beginning of new business above 10.1 (Secretary-General)

Motions passed.

Agenda approved, as amended

2. Speaker’s Report

The Speaker delivered a brief, oral report. The Speaker reminded Councillors to state name, department and motivation for speaking. Councillors were reminded to address the Speaker, who then assigns speaking privileges.

3. Announcements

3.1. Teaching and Learning Services Working Group

Call for submissions on renovations of classrooms and IT upgrades.
Require new representative, nominations can be sent to Appointments Board.
Please contact guillaume.lord@mail.mcgill.ca for further information.

3.2 University Industry Partnerships

PGSS is undertaking research on university-industry partnerships at McGill. Those who wish to talk about their involvement with university-industry partnerships, please contact. Conor Farrell, researcher.pgss@mail.mcgill.ca.
3.3 Provost presentation.

The Provost gave a 25-minute presentation on the role of the Provost and the University’s budget and answered a number of questions from Councillors.

4. Approval of the Minutes

Motion to table approval of September minutes until November as wrong representative was listed. (D. Meadows/Secretary-General)

Motion passed.

Motion to postpone approval of June minutes until November meeting (Secretary-General/D. Meadows)

Motion passed.

5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-08-#014 · To accept recommendations of the Appointments Board

Motion passed.

5.2. Motion R12-10-#001 · FEUQ Vacant Positions (Executive committee)

BIRT Council enter COTW for a period of up to 10 minutes to discuss the FEUQ’s method of advertising vacant positions on their executive.

Amendment to motion (External Affairs/Secretary-General)

BIRT Council enter COTW for a period of up to 10 minutes to discuss the FEUQ’s method of electing people into vacant positions on their executive.

Amended motion passed.

External Affairs, on motivation, noted that he has a number of concerns about the appointment process of the FEUQ Executive. Individuals had commenced Executive duties before being appointed on an interim basis.

Council entered committee of the whole for ten (10) minutes.

Motion out of the committee of the whole.

BIRT PGSS advocate to amend the FEUQ bylaws so that candidates for executive positions will only begin their executive duties if they are elected as an interim executive. (COW)

Motion passed.
5.3 Motion R12-10-#002 · Leah Freeman Candidacy
(Executive committee)

WHEREAS Leah Freeman is a candidate for a executive position with the FEUQ;
WHEREAS Leah Freeman is a member of PGSS;

BIRT Council enter COTW for a period of up to 10 minutes to discuss the candidacy of Leah Freeman.

External Affairs, on motivation, noted it was a great opportunity for PGSS to have a representative on the FEUQ Executive and also to have an Anglophone voice on the FEUQ Executive. He called on L. Freeman to make a brief presentation.

Council entered committee of the whole.

Motion to extend speaking rights for five (5) minutes (External Affairs/Secretary-General). No objections.

Motion to extend committee of the whole by five (5) minutes (External Affairs/Secretary-General). No objections.

Council exited committee of the whole.

Motion out of committee of the whole.

BIRT PGSS endorse Leah Freeman as a candidate for the FEUQ executive committee (COW).

Motion to lay on the table in order to allow Councillors to view a copy of L. Freeman’s c.v. (Secretary-General/Member Services Commissioner).

5.4 Motion R12-10-#003 · Quebec Education Summit
(External Affairs Officer/…)

WHEREAS the newly-elected PQ government will be holding a summit on higher education in Quebec;
WHEREAS the FEUQ will be seeking input from its member associations and adopting a plan to present to the government in October regarding the summit;

BIRT Council recommend to the FEUQ a plan with regard to the structure and logistics of the Quebec education summit, as outlined in the External Affairs Officer’s report.

External Affairs, on motivation, outlined how PGSS will be attending a meeting this Friday with FEUQ to discuss FEUQ’s proposals for structure of education summit.

Motion to enter committee of the whole for 10 minutes to discuss configuration of Education Summit (External Affairs/Secretary-General)

Motion to extend committee of the whole for five (5) minutes (D. Simone/Secretary-General). No objections.

Motion passed.
Motion to extend committee of the whole until the end of the current line of speakers (External Affairs/D. Simone). No objections.

Motion passed.

Motion to extend Council meeting by thirty (30) minutes (D. Meadows/L. Harvey). No objections.

Motion out of committee of the whole.

BIRT PGSS advocate to amend the FEUQ document on the Summit on University Education in the following areas:

- Presidential committee: add one committee member who is a post-graduate student, one committee member who is an undergraduate student, a committee member who is part of university support staff, and an external committee member who is neither part of the university or the government.
- Partners: create 5 distinct partner groups. Adding two groups and giving each group 20%. Groups: undergraduate students, post-graduate students, representatives of university community, government, and external partners.
- Themes: Add the following – university teaching, international, out of province, and Anglophone students (recognizing the unique character of these groups), campus life (university security, corporate partnerships, student rights and responsibilities).
- Meetings should be public and accessible for everyone to attend

Amended Motion passed.

Motion to take from the table Motion R12-10-#002, Candidacy of L. Freeman (Secretary-General/Member Services)

Motion passed.

BIRT PGSS endorse Leah Freeman as a candidate for the FEUQ executive committee (COW)

Motion passed.

5.5 Motion R12-10-#004 · McGill education summit
(External Affairs Officer/…)

WHEREAS PGSS Council passed a motion to “develop a local education summit here at McGill”;

WHEREAS the local summit should take place in the fall semester before the Quebec-wide education summit;

BIRT Council enter committee-of-the-whole for a period of 15 minutes to discuss the logistics of the McGill summit, including its dates, format, location, potential participants, etc.

External Affairs, on motivation, stressed the importance of the McGill Summit in terms of informing the overall debate and the provincial Summit. Contact has been made with SSMU External to get their input.

Council entered committee of the whole.

Council exited committee of the whole.

Speaker noted that the Council meeting is short of quorum.
Motion to adjourn (Secretary-General/Academic Affairs)

Motion passed.

**Adjournment**
9:06 PM
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C12-11-#05
Council Minutes
Approved
November 07, 2012, 6:51 pm

Executives

Secretary-General Jonathan Mooney, Internal Affairs Officer Michael Krause, External Affairs Officer Errol Salamon, Academic Affairs Officer Adam Bouchard, Member Services Officer Elizabeth Cawley

Councillors


Commissioners and non-voting members

Equity Commissioner Gretchen King, Student Support Commissioner Vikrant Bhosle, Environment Commissioner Kelly Nugent, Health Commissioner Helena Zakrzewski, Council Speaker Brittany Rocque

Regrets

Financial Affairs Officer Pooja Tyagi, K. Ho, L. Klaponski, A. Mapara, E. Larson, M. Rigby, D. Simeone, T. Ameri, W. Kim, B. Kasaai, L. Bourdages

Gallery and Guests

MDGSS Mohammad Ahmed Javaid, Biotech Alex Lin, Martin Montiel Roiz, Religious Studies Richard Graydanus, McGill Tribune Erica Friesen, LICM Angela Beck, Hugo Collin Desrosiers, Navda Tonge, Biology Danny Leung, Biology Kayla Hamelin

Call to Order
6:51 PM

1. Approval of the Agenda

Agenda approved.
2. Speaker’s Report

The Speaker delivered a brief, oral report. New Council voting cards were given.

3. Announcements

3.1. Academic Affairs Officer

Academic Affairs announced that committee recruitment is underway.

3.2. Free Flu Shots

The Health Commissioner announced that free flu shots will be provided for PGSS members, and their spouses, with a Health Care Card.

4. Appeals Board and Appointments Board Lotteries

The duties of the Appeals Board and Appointments Board were explained. Two scrutineers checked the lotteries, with results as follows:

Appointments Board: John Tabaka and Mikhail Smilovic
Appeals Board: William Ferrell

5. Approval of Minutes

Motion to change minutes for September – Motion R12-8-17 regarding Council Speaker’s appointment, to remove details of the conflict of interest of the Academic Affairs Officer in relation to the Speaker because this is a public document. (D. Meadows/F. Siddiqui).

Amend to place name in the motion, once the conflict of interest is removed. (C. L. Conway)

Amendment approved.

BIRT the minutes read“...Internal affairs explained the conflict of interest. He noted that the Academic Affairs Officer and Secretary-General excused themselves from the discussion.” (D. Meadows/F. Siddiqui)

Motion passed unanimously.

June minutes are approved. No objections.

September minutes are approved. No objections.

October minutes – correction by T, Centea. T. Centea’s name should be in regrets.

October minutes are approved, as amended. No objections.
6. Business Arising from the Minutes and Standing Orders

6.1. Motion M12-11-#009 - To accept recommendations of the Appointments Board
(Appointments Board)

BIRT Council approves the nominations outlined in the report of the Appointments Board.

Amendment: E. Cawley is listed as Members Affairs Officer, should be changed to Member Services Officer. Amendment passes unanimously.

Motion passed.

6.2. Motion M12-09-#010 - Budget Update (Financial Affairs Officer/ Academic Affairs Officer.)

BIRT the Council enters a Committee of the Whole for 10 minutes to discuss the budget update.

Move to postpone to next meeting because Financial Affairs is not present. (Academic Affairs Officer)

Motion passed.

6.3. Motion M12-10-#008 - Motion for Recognition of the Experimental Surgery Graduate Student Society (ESGSS) (Secretary-General/Health Commissioner)

WHEREAS the Experimental Surgery Graduate Student Society (ESGSS) wishes to be recognized by the PGSS as the official representative of their respective membership at the University;
WHEREAS their constitution has been submitted to the PGSS Student Life fund Coordinator and fulfills the PGSS requirements for recognition;
WHEREAS the membership of ESGSS unanimously voted to seek PGSS recognition in an executive committee meeting of duly appointed members held on July 9th 2012 and September 9th 2012;

BIRT the PGSS recognize the Experimental Surgery Graduate Student Society (ESGSS) as the official representatives of their respective membership.

Motion amended to add to ESGSS recognition, two more societies: McGill Institute of Islamic Studies Student Council and Desautels Doctoral Student Society. (Secretary-General)

Secretary-General, on motivation, noted that these two student associations met all requirements of our Bylaws.

Motion passed as amended.
6.4. Motion M12-10-#005 · Submission of Motions and Reports
(Executive Committee/ D. Meadows)

WHEREAS Councillors should be afforded the maximum possible time to submit motions and documents while respecting the time required to assemble the council package.

BIRT Society Activities Manual 4.12.1.3 be amended to read, “Documentation for regulation Council meetings [specifically Officer reports, motions and accompanying documentation to each motion] must be submitted to the Speaker by 5:00PM one (1) calendar days prior to the meeting of CSC. The CSC shall meet, at the latest, one day before the council package is distributed."

Secretary-General wished to amend this motion to two days, instead of one, and noted that this was to ensure that the Council Speaker can proceed with Council matters more smoothly, using less time to compile the packages.

Motion amended (Secretary-General) to read as follows:

BIRT Society Activities Manual 4.12.1.3 be amended to read, “Documentation for regulation Council meetings (specifically Officer reports, motions and accompanying documentation to each motion) must be submitted to the Speaker by 5:00PM two (2) calendar days prior to the distribution of the council package. The CSC shall meet, at the latest, one day before the council package is distributed."

Friendly amendment to add the name of Council Steering Committee following the acronym CSC. (C. L. Conway)

Motion passed as amended.

6.5. Motion M12-10-#006 · Petitions Bylaw Change
(Executive Committee)

BIRT Council enter a committee of the whole for a period of up to 10 minutes to discuss amending Bylaw 10.3.1: “A regular member petition must bear the signatures of the lesser of seven (7) percent of the regular membership, or 525 regular members."

Secretary-General, on motivation, advised Council to discuss whether these numbers were too high. Research was done on other societies such as SSMU, student associations at Concordia and University of Toronto. This research was in the Councillor package.

Council entered committee of the whole.

Council exited committee of the whole.

Committee recommends that requirement should not be reduced below 5% of membership and a new bylaw be added, stating that Chief Returning Officer be the person to be responsible to check the petition for validity.

Motion from Committee of the Whole:
BIRT the new bylaw be added to the proposed bylaw SAM changes for December.

Motion passed.

This new bylaw, to be considered in December, will be added to the December council package.

6.6. Motion M12-10-#007 · Legal Information Clinic
(Financial Affairs Officer/ Internal Affairs Officer)

WHEREAS PGSS members pay $4 per person per year as the Legal Information Clinic (LIC) Fee;
WHEREAS PGSS members are not recognized as full LIC members and do not readily have access to their bylaws;
WHEREAS it is not clear whether PGSS has ever held a referendum of its members regarding LIC;

BIRT Council enter committee of the whole of 10 minutes to discuss the services provided by the Legal Information Clinic.

Council entered committee of the whole.

Council exited committee of the whole.

Committee of the whole was extended for five (5) minutes.

Council exited committee of the whole.

7. Executive Reports

C. L. Conway asked for clarification on the number of days of the Executive retreat. Member Services Officer clarified the number of days of the Executive retreat: arrived 11 pm on Friday; on Saturday, there was a 12 hour meeting; on Sunday, the group left after waking up. Thus, it can be interpreted as a one (1) day or three (3) day long retreat.

Breakdown of financials of retreat: spent $1000 from $3000 in budget ($100 spent on a car, $600 overnight location, extra money on food and gas)

Executive reports are approved.

8. Commissioner Reports.

No objection for all Commissioner and Executive reports from months August, September, October, and November.

Academic Affairs Officer noted that the procedure for Committee reports is that once the report is published, Councillors can read it, and submit any motions. Example: Appointment Board nominations.
Question was divided that all reports that don't have motions in them from other reports, be approved except Appointments Board and Appeals Board.

All reports without motions are approved.

9. Other reports

Appeals Board directed Appointments Board to prepare up to eight written questions for G. King to which she responded in writing in a document distributed to Council according to ordinary procedures.

**BIRT Council enters in committee of whole for ten (10) minutes to discuss her candidacy.**

G. Lord changed to Speaker.

Motion for closed session of Council: all non-voting members leave to discuss the candidacy of G. King. (D. Meadows/T. Centea).

Motion passed.

Motion out of closed session:

**BIRT G. King be appointed to CSC for remainder of PGSS term of 2012-2013**

Motion passed. (four (4) opposed)

10. New Business

10.1. Motion M12-11-#012 • McGill Education Summit Proposal

(External Affairs Officer/…)

WHEREAS PGSS Council voted at its 12 September 2012 meeting to hold a local education summit at McGill;
WHEREAS consultation with the PGSS Executive and with PGSS members is essential to ensure that the McGill Summit is participatory, inclusive, and accessible;
WHEREAS the Executive Committee approved and recommended to Council a proposal for the McGill Education Summit;

**BIRT PGSS Council approve the McGill Education Summit proposal, as outlined in the External Affairs Officer’s report, which will be used to organize and promote the Summit.**

Secretary-General, on motivation, explained that the Summit is likely to be held first week of December – during this one day, there will be McGill students, administration, FEUQ, CREPUQ, and PGSS groups represented on panels for consultation.

Motion passed.
10.2. Motion M12-11-#014 • International Students’ Day
(G. King/ C. L. Conway)

WHEREAS since 1941, November 17th has been declared International Students' Day;
WHEREAS currently an International Student Strike week is being organized in Quebec from November 19-23, 2012;
WHEREAS more than 3000 students and their allies still face criminalization for their participation in the 2012 student strike in Quebec;
WHEREAS McGill students have paid the tuition increase and have yet to be refunded the 254$ hike imposed by McGill;
WHEREAS Council passed in September 2012 a motion calling for PGSS to advocate for amnesty for students charged with disciplinary offenses by their university related to non-violent political activity during the student movement;

**BIRT Council enter into a 10min committee of the whole to plan activities for PGSS members around International Students’ Day.**

G. King, on motivation, noted that the International Students’ Day would institutionalize the struggles that international students faced last year.

External Affairs Officer, in favour of the motion, noted that the External Affairs Committee can take on planning responsibilities of the event.

The motion is referred to the External Affairs Committee.

10.3. Motion M12-11-#013 Review of PGSS Translation Policy
(Executive Committee)

**CONSIDERANT QUE le règlement intérieur de la PGSS fournit la traduction de « governing documents » et des « minutes »;**
**CONSIDERANT QUE cette année le budget traduction de 15 000$ est bien plus élevé que celui de 2011 qui s’élevait à 30000$;**
**CONSIDERANT QUE cependant, ce budget a été consommé plus rapidement et devrait l’être totalement début avril 2013;**

**Déclare qu’un comité spécial de conseil, consistant en sept membres et présidé par le « Member Services Officer », soit mobilisé pour revoir la politique de traduction de la PGSS et émettre des recommandations au conseil d’ici février 2012.**

WHEREAS the current PGSS bylaws provide for the translation of governing documents and committee minutes;
WHEREAS this year’s translation budget of $15,000 is significantly greater than the 2011 expenditure of $3,000;
WHEREAS nonetheless, this budget being consumed faster than expected and is predicted to be exhausted in early April 2013;

**BIRT a special committee of council, consisting of up to seven members and chaired by the Member Services Officer, be struck to review PGSS’ translation policy and bring a recommendation back to council by February 2013.**
Secretary-General moved to postpone this to the next Council meeting.

Motion passed.

**10.4. Motion M12-11-#016 Position of the Deputy Provost**
(Member Services Officer/…)

WHEREAS there are only two seats for students on the Advisory Committee on the Selection of the Deputy Provost (Student Life and Learning), one for a graduate student and one for an undergraduate student;
WHEREAS this is one of the most important senior administrators to build a relationship between the senior administration and the students;
WHEREAS the opinion of the larger student population should be represented on this Committee;
WHEREAS the graduate student representative on this committee has asked for an opportunity to hear the opinion of the PGSS members;

**BIRT Council enter committee of the whole for up to 10 minutes to discuss the position of the Deputy Provost (Student Life and Learning).**

The Member Services Officer, on motivation, noted that she would like to know from the Council what it thought the position of Deputy Provost should be.

Council entered committee of the whole.

Council exited committee of the whole.

Motion to adjourn (Academic Affairs/Secretary-General)

Motion passed.

Adjournment.
10:25 pm
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C12-12-#06
Council Minutes
Unapproved
December 05, 2012, 6:38 pm

Executives

Jonathan Mooney Secretary-General, Michael Krause Internal Affairs Officer, Errol Salamon External Affairs Officer, Adam Bouchard Academic Affairs Officer, Elizabeth Cawley Member Services Officer

Councillors


Commissioners and non-voting members

Gretchen King Equity Commissioner, Vikrant Bhosle Member Support Commissioner, Kelly Nugent Environment Commissioner, Helena Zakrzewski Health Commissioner

Regrets

Pooja Tyagi Financial Affairs Officer, Aditi Kapoor, Stephanie Tremblay, Altaf Mapara, Emma Vincent, Veronica Somos

Gallery and Guests

Stephen Peters, EGSS, Joel Prudent, N/D, Michael Tong, SSMU, Carl St-Denis, EGSS, Richard Graydanus Religious Studies
Call to Order
6:38 pm

1. Approval of the Agenda

D. Meadows serves as Speaker.

Motion to move Question Period before New Business (Member Services Officer/B. Rocque)

*Motion passed.*

Motion to insert motion M12-11-#011 before current 5.3 (B.Rocque/ T. Centea)

*Motion passed.*

Amended agenda passed.

2. Speaker’s Report

3. Announcements

Lilith Wyatt from Sustainability Projects Fund presented the goal of McGill for long term sustainability. She welcomes contact at lilith.wyatt@mcgill.ca

4. Approval of the Minutes

November Minutes are approved.

5. Business Arising from the Minutes and Standing Orders

5.1. Motion M12-08-#040 · To accept recommendations of the Appointments Board (Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

Motion passed. (W. Farrell/E. Larson)

N. Nizam changes to Speaker.

5.2. Motion M12-09-#021 · Budget Update (Financial Affairs Officer/…)

BIRT the Council enters a Committee of the Whole for 10 minutes to discuss the budget update.

Motion to postpone the Budget update to January when there will be more accurate data. (Secretary General/D.Meadows)

*Amended motion passed.*
5.3. Motion M12-11-#011 · Ratification of ESAC Working Group Appointments
(Executive Committee)

BIRT the decision of the Executive Committee to appoint Lerona Lewis and Laura Risk as PGSS representatives to the Enrollment and Student Affairs Working Group on policies for students caring for dependents be ratified.

Motion to call the question. (W. Ferrell/Secretary-General)

Motion passed. One abstention.

5.4. Motion R12-09-#036 · Review of PGSS Translation Policy (Executive Committee)

CONSIDERANT QUE le règlement intérieur de la PGSS fournit la traduction de « governing documents » et des « minutes »
CONSIDERANT QUE cette année le budget traduction de 15 000$ est bien plus élevé que celui de 2011 qui s’élevait à 3000$
CONSIDERANT QUE cependant, ce budget a été consommé plus rapidement et devrait l’être totalement début avril 2013.

Déclare qu’un comité spécial de conseil, consistant en sept membres et présidé par le « Member Services Officer », soit mobilisé pour revoir la politique de traduction de la PGSS et émettre des recommandations au conseil d’ici février 2012.

WHEREAS the current PGSS bylaws provide for the translation of governing documents and committee minutes;
WHEREAS this year’s translation budget of $15,000 is significantly greater than the 2011 expenditure of $3,000;
WHEREAS nonetheless, this budget being consumed faster than expected and is predicted to be exhausted in early April 2013;

BIRT a special committee of council, consisting of up to seven members and chaired by the Member Services Officer, be struck to review PGSS’ translation policy and bring a recommendation back to council by February 2013.

Motion to amend (Executive Committee) and add after ‘expenditure of $3,000’:
WHEREAS PGSS has not yet established a language policy, unlike McGill, FEUQ, and SSMU

Motion to amend (G. King) as follows:

BIRT at least 3 out of 7 the committee members are Francophone, and that the other members be Allophones.

External Affairs Officer, speaking in favour of the motion, stated that it was passed at the External Affairs Committee, that 50% of the committee members should be Francophone.

Academic Affairs Officer, speaking against the motion, stated that Council should not narrow down to Anglophone versus Francophone, and that real accessibility is making the committee available for those with international backgrounds.
A. Kazarine noted that the committee should be accessible to people of international background.

Secretary-General, speaking against the amendment, noted that when the rules are too precise, Council may not be able to find the required people to populate the committee.

G. Lord, speaking in favour, wishes to further amend to have two Francophones and two Allophones as a minimum, noting that the current amendment should not exclude Anglophones altogether.

BIFRT that a minimum of the following: (2) Francophones and (2) Allophones be maintained amongst the members of this committee.

Members Affairs Officer, speaking in favour of the motion, stated that people who only speak English and pay to PGSS should be able to sit on the committee.

Motion to call the question.
Motion passed.

Sub-Amendment passed. Two (2) opposed.

Motion to call the question.
Motion passed.

Amendment passed. One (1) opposed (M. Simard)

Motion to call the question.
Motion passed.

Motion voted on as a whole. Main motion passed. One (1) opposed (M. Simard).

Final motion as passed:
CONSIDÉRANT QUE le règlement intérieur de l'AÉCSUM fournit la traduction des documents constitutifs et des procès-verbaux;

CONSIDÉRANT QUE cette année le budget de traduction a été consommé plus rapidement et devrait l’être totalement début avril 2013;

CONSIDÉRANT QUE l’AÉCSUM n’a pas encore établi de politique linguistique, contrairement à l'Université McGill, FEUQ, et AEUM;

IL EST RÉSOLU QU’un comité spécial du conseil, composé de jusqu’à sept membres, tous parlant au moins une langue autre que l'anglais, et présidé par le «Member Services Officer», soit mobilisé pour revoir la politique linguistique de l'AÉCSUM et émettre des recommandations au conseil d’ici février 2013.

WHEREAS the current PGSS bylaws provide for the translation of governing documents and committee minutes

WHEREAS PGSS’ 2012 translation budget is being consumed faster than expected and is predicted to be exhausted in early April 2013
WHEREAS PGSS has not yet established a language policy, unlike McGill, FEUQ, and SSMU

BIRT that a special committee of council, consisting of up to seven members, all of whom speak at least one language other than English, and chaired by the Member Services Officer, be struck to develop a PGSS language policy and bring a recommendation back to council by February 2013.

5.5. Motion R12-09-#037 · Online Distribution of Council Recordings
(Executive Committee)

WHEREAS a motion was passed at the September meeting of the PGSS Council mandating “online distribution of recordings of council meetings.”;
WHEREAS the executive committee has expressed a concern that extracts of speeches by councillors could be taken out of context and used for nefarious purposes;
WHEREAS the potential for such decontextualization may inhibit free expression at council;

BIRT the motion emerging from committee of the whole Motion R12-08-#018 · Recording of Council Discussion be amended to strike “and online distribution of recordings of council meetings pending legal consultation” and to add “BIFRT these recordings be accessible at Thomson House to any member of the PGSS to listen to”

Secretary General, on motivation, noted that some councillors were not comfortable having their speeches made available on sites such as Youtube. Speeches should just be made available at Thomson House, not online distribution.

C. Stevens, speaking against the motion, noted that councillors’ statements should be made freely accessible.

Motion to amend to reflect McGill’s policy with Senate recordings (Executive Committee):
“BIFRT these recordings be made available online, upon the implementation of PGSS’ new content management system, to members of PGSS members who sign in to the PGSS website and agree to the following statement:

1) this material is provided exclusively for personal listening and for representative purposes by members of the PGSS; any other use is prohibited without the written permission of the Board of Directors of PGSS Inc.
2) A breach of these considerations may constitute a violation of the House Rules and may result in the revocation or suspension of the privileges of PGSS membership.”

B. Rocque, spoke in favour of this amendment, noting that councillors should be able to say what they want to say in Council.

J. Tremblay asked how long records are kept online.

Secretary General responded that they are kept for a minimum of three (3) years.

Friendly amendment (Y. Bresle), as follows:
1) this material is provided exclusively for personal listening and for representative purposes by members of the PGSS; any other use or redistribution of these recordings is prohibited without the written permission of the Board of Directors of PGSS Inc.
Motion to call the question.
*Motion passed.*

Vote for motion as a whole. *Motion passed.*

Final motion as passed:

**BIRT the motion emerging from committee of the whole Motion R12-08-#018 · Recording of Council Discussion be amended to strike “and online distribution of recordings of council meetings pending legal consultation” and the following two clauses:**

“**BIFRT these recordings are accessible at Thomson House for any member of the PGSS to listen to**”

“**BIFRT these recordings be made available online, upon the implementation of PGSS' new content management system, to members of PGSS members who sign in to the PGSS website and agree to the following statement:**

1) This material is provided exclusively for personal listening by members of the PGSS; any other use or redistribution of these recordings is prohibited without the written permission of the Board of Directors of PGSS Inc.
2) A breach of these considerations may constitute a violation of the House Rules and may result in the revocation or suspension of the privileges of PGSS membership.”

5.6. **Motion R12-09-#039 · Invited Speakers**

(Internal Affairs Officer/D. Leung)

Whereas council runs notoriously late and whereas there are often invited speakers who’s deliveries extend council further.

**BIRT that a new SAM clause be added to Chapter 5 Section 14 (1.1.5) be added reading:**

The Council Steering Committee shall not approve announcements or presentations by invited speakers unless they have been approved by resolution at a previous session of Council or the Executive.

Internal Affairs Officer, on motivation, stated that CSC is highly political and that Council should decide who they want to listen to.

B. Rocque stated there should be a control mechanism that Council is progressing.

T. Centea moves to amend the motion:

**BIRT that a new SAM clause be added to Chapter 5 Section 14 (1.1.5) be added reading:**

The council steering committee will not approve presentations exceeding fifteen minutes

D. Meadows, speaking against the 15 minute time frame, noted that some speakers need more than 15 minutes.

Secretary-General noted that Council can decide whether presentations can be more than 15 minutes.

Motion to call the question
*Motion passed.*
Amendment passed.

Motion to call the question
Motion voted as a whole. Motion passed. One (1) opposed (M.A. Xhignesse)

6. Executive Reports

6.1. External Affairs Officer
Report Online.

6.2. Academic Affairs Officer
Report Online.

6.3. Finance Officer
Report Online.

6.4. Internal Affairs Officer
Report Online.

6.5. Member Services Officer
Report Online.

6.6. Secretary-General
Report Online.
Secretary-General gave an update on Education Summit.

7. Commissioner Reports

7.1. Equity Commissioner
Report Online.

7.2. Environment Commissioner
Report Online.

7.3. Member Support Commissioner
Report: position should be corrected as Member Support Commissioner. Committee opening if interested to join.

7.4. Health Commissioner
Report Online.

8. Question Period
No questions from the floor.

9. New Business

9.1. Motion R12-09-#041 · Executive Workplan
(Executive Committee)
WHEREAS Society Activities Manual Chapter 3.2.2.6 requires that the Workplan “Be reviewed and updated at the December and April meetings of Council.”

BIRT Council approve the updated work plan.

G. Lord, wished to amend the motion to strike everything regarding the moon.

Motion to call the question.
Motion passed.

Amendment passed. One (1) opposed (E. Larson).

Motion to call the question.
Motion passed.

Motion voted on as a whole. Motion passed, as amended.

9.2. Motion R12-09-#042 · Motion to amend the Society Activities Manual – Special resolution – Requires 2/3 majority to pass
(Education Graduate Students’ Society (EGSS))

WHEREAS the adoption of the Society Activities Manual led to the loss of council seats for large GSAs;
WHEREAS the Education Graduate Students’ Society is directly affected by this change;
WHEREAS the purpose of Council is to make decisions about Society Activities;
WHEREAS Council represents the membership at large;
WHEREAS the members of the Education Graduate Students’ Society represent approximately 10% of the PGSS membership;
BIRT the Society Activities Manual section 3.2.3 be amended to read “A PGSA with between one hundred (100) and two (200) hundred members shall be allotted three (3) Council seats;”
BIFRT a Society Activities Manual section 3.2.4. be added to read “A PGSA with between two hundred (200) members and four hundred (400) members shall be allotted five (5) Council seats;”
BIFRT a Society Activities Manual section 3.2.5. be added to read “A PGSA with over four hundred (400) members shall be allotted (7) Council seats;”

C.L. Conway, on motivation, noted that the Faculty of Education has a population of 900 students with representation of 3 councillors, but this is a faculty that represents 10% of the student body and 10% of student budget. If a GSA has more than 100 students, it is underrepresented at PGSS. It seems arbitrary that as a faculty organization, there is less representation, whereas if separated by departments, there is more representation.

Speaking rights extended to gallery that includes EGSS.

G. Lord noted that there would be 24 new seats added to PGSS, according to the proposal.

Council extended meeting for another 30 minutes at 8:30 pm.

T. Centea, speaking against the motion, noted that this is a big issue to be decided in the middle of the year.
B. Rocque suggested that an ad-hoc committee be set up.

Secretary General proposed a motion to commit to the Policy and Structural Advisory Committee. G. King asked to amend that the motion to commit and asks that these three (3) members, APF, EGSS and MCGSS, would be part of the decision making process of PSAC.

**Motion to commit: Policy and Structural Advisory Committee with 3 ad-hoc members (APF, EGSS and MCGSS), in consultation with the Equity Committee.**

T. Centea, speaking against the motion, noted that there are also medium-sized groups that are affected, in addition to the groups listed above. The motion does not account for those other groups.

D. Meadows suggested that motion to commit to PSAC should be with an open invitation to all PGSA’s.

Motion to call the question.

*Motion passed.*

*Motion to commit passed.*

**Adjournment**

9:04 pm
Post-Graduate Students' Society of McGill University  
3650 McTavish Street, Montreal, Quebec  
C13-01-#07  
Council Minutes  
Unapproved  
January 16, 2012, 6:46 pm

Executives

Jonathan Mooney Secretary-General, Michael Krause Internal Affairs Officer, Errol Salamon External Affairs Officer, Adam Bouchard Academic Affairs Officer

Councillors

K. Siegel, ADAMS CLUB R. Roussel, M. Simard, ADELFIÉS K. Strand, AGSA  

Commissioners and non-voting members

Gretchen King Equity Commissioner, Vikrant Bhosle Member Support Commissioner, Kelly Nugent Environment Commissioner, Helena Zakrzewski Health Commissioner, Nida Nizam Council Speaker, Sharon Gai Recording Secretary

Regrets

Elizabeth Cawley Member Services Officer, Alyson Parker, Boran Xu

Gallery and Guests

Shona Watt PGSS Sustainability Coordinator, Theo Bourgery Le Delit, Laurent Bastien Daily, Erika Friesen Tribune, Jana Luker Executive Director of Services for Students
Call to Order 6:46 pm

1. Approval of the Agenda

G. King proposed to have emergency motion to submit to agenda: McGill Daily (DPS) to have a referendum for fee levy renewal would like endorsement by council

Internal Affairs Officer spoke against the motion because the motion was not brought before the Steering Committee.  
Motion Failed.

Secretary General moved to bring motion of permanent funding for SEDE to the top of New Business.

Motion passed.

Motion to approve the agenda passed

2. Speaker’s Report

Email the Speaker about proper procedures to bring a motion up. Guide to motion writing coming out in the next week or two.

3. Announcements

Shona Watt, Sustainability Coordinator, presented the STH Operations Report.

4. Approval of the Minutes

M. Bastarache proposed to amend minutes regarding French language policy. Two corrections were made.

Motion passed.

December minutes approved as amended.

5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-08-#048 · To accept recommendations of the Appointments Board  
(Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

The Internal Affairs Officer motioned to extend the deadline because more people applied, so the list is updated.  
Motion passed.
5.2. Motion R12-09-#021 · Budget Update (Financial Affairs Officer/…)

BIRT the Council enters a Committee of the Whole for 10 minutes to discuss the budget update.

The budget is postponed until February.

5.3. Motion R12-09-#043 · Bylaw and society manual amendments (Executive Committee)

WHEREAS the proposed bylaw and society manual amendments were distributed to Councillors in early November or discussed at the November Council meeting

BIRT Council approves the Bylaw and society manual amendments in Appendix A.

The Sectary General, upon motivation, explained that this set of amendments were online for several months. They are “clean-up” amendments that would resolve contradictions among existing governing documents.

G King moved to divide the question, vote on the amendments one by one. 
*Motion passed.*

The following are the amendments voted on. All motions passed with the required 2/3 majority.

**Naming of a President** (Executive Committee)

WHEREAS Section 89 of the Quebec Companies Act requires the President of a company to be articulated

BIRT Bylaw 6.3.3.2 be amended to read: “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.”
*Motion passed.*

**Procedure for Appeals Board** (Executive Committee)

WHEREAS clarity in the process of convening an Appeals Board meeting is essential
WHEREAS members of the Appeals Board should be enabled to participate by electronic means

BIRT Bylaw 7.1.5 be amended to read:
“The Appeals Board shall meet within three (3) working days of notice of appeal being delivered, in writing, to one of the Officer or Director members of the Appeals Board. In the event that a meeting the Appeals Board does not meet quorum, another meeting shall be held within three (3) working days. The notice requirement for a meeting of the Appeals Board shall be twenty-four (24) hours.”

BIFRT Bylaw 7.3.4 be amended to read:
“The Executive Committee, Board of Directors, Appointments Board, Appeals Board, and Committees of Council, may conduct business by electronic means, in the manner set out in governing documents.”
*Motion passed.*
Procedure for Appeals Board (Executive Committee)

WHEREAS the Bylaws state that the time limit during which the Appeals Board must meet upon receiving notice of appeal

BIRT Society Activities Manual 12.2.1.1 be amended to read, “Hear and pass judgment on cases of appeal concerning any decision or actions of the CRO within three (3) working days of being notified of any such appeal;

Motion passed.

Composition of Appointments Board (Executive Committee)

WHEREAS the Appointments Board requires the expertise of members of the Executive Committee charged with both Internal and University representation

BIRT Bylaw 6.6.3.1 be amended to read: “Six (6) members of Council from at least four (4) different faculties, as well as two (2) members of the Executive Committee, as set out in the Society Affairs Manual.”

Motion passed.

Composition of Appointments Board (Executive Committee)

WHEREAS the current Society Activities Manual grants a tiebreaking vote on the Appointments Board to someone who is not even a member of the Appointments Board

BIRT Society Activities Manual 11.4.6 be amended to read, “All decisions of the Appointments Board shall be made democratically and documented. In the event of a tie, the vote of the chair shall count twice.”

Motion passed.

Motion to amend a something previously adopted regarding special meeting notice (Executive Committee)

WHEREAS the PGSS executive committee has taken note of the need to specify “working days” in PGSS bylaws

WHEREAS Francois Corriveau, LL.B. of la FEUQ has provided an impression regarding proper notice requirements in a private communication entitled, “Délais raisonnables pour un avis de convocation à une assemblée générale d’association étudiante”, which is available to Councillors in the PGSS office

BIRT Motion R13-06-#003 – Bylaw: Special Meeting Notice be amended to read, “BIRT a new Society Bylaw 7.4.4 be added, reading, “Notwithstanding Bylaws 7.4.1 and 7.4.2, special meetings may be called and the agenda may be distributed with three (3) working days’ notice”

Motion passed.

Motion to specify responsibility for validating petitions (Policy and Structure Advisory Committee)

WHEREAS PGSS bylaws do not specify who has the responsibility for approving or rejecting a petition
BIRT a new bylaw 10.1.2 be added with the text, "The Chief Returning Officer shall be responsible for validating petition signatures and judging whether a petition is valid"
Motion passed.

5.4. Motion R12-09-#044 · Society Manual Change Regarding Appointments Board (Second Reading) – Special resolution – Requires 2/3 majority to pass (Governance Committee)

WHEREAS the following motion was approved at the previous meeting of the PGSS Council:
WHEREAS the SAM requires a public question and answer period for meetings of the Appointments Board

BIRT the SAM be amended to read:
Chapter 11 - 4.1
The appointments board shall evaluate candidates based on information submitted by applicants. For candidates applying to specific University committees deemed necessary by the Appointments Board additional information may be gathered through a public question and answer period. For candidates applying to titled positions a public question and answer period shall be conducted by the Appointments Board.

WHEREAS the governance committee has recommended changes to the proposed motion.

BIRT the SAM be amended to read:
Chapter 11 - 4.1
The appointments board shall evaluate candidates based on information submitted by applicants. For candidates applying to University committees, additional information may be gathered through a public question and answer period. For candidates applying to titled positions, a public question and answer period shall be conducted by the Appointments Board.
Motion passed.

5.5. Motion R12-09-#045 · Society Manual Change Regarding Council Steering Committee (Second Reading) – Special resolution – Requires 2/3 majority to pass (Governance Committee)

WHEREAS the following motion was approved at the previous meeting of the PGSS Council:
WHEREAS the governance committee has not recommended any changes to the proposed motion

BIRT Society Activities Manual 4.12.3.1 be amended to read:
Documentation for regulation Council meetings (specifically Officer reports, motions and accompanying documentation to each motion) must be submitted to the Speaker by 5:00PM two (2) calendar days prior to the distribution of the council package. The CSC shall meet, at the latest, one day before the council package is distributed.
Motion passed.

5.6. Motion R12-09-#046 · Motion regarding grants program funding policy (Finance Officer/..)
WHEREAS the Member services committee has found it necessary to make changes to the current funding criteria for the grants program in order to: (1) make the program more accessible, and (2) to ensure that the grants policy fulfils the mission of the grants program

BIRT that the attached amendments to the grants program funding policy be approved
Mover of this motion was changed to Secretary General. Upon motivation, he said that the committee felt that some applications only affected a small number of people. The committee wants to approve applications with philanthropic purposes to affect a greater number of people in the PGSS population. The amendment is on page 41 and 42 in the December package. The grants committee voted in favour to submit the change.

G. Lord, on a point of information, asked about the voting procedure of the committee. Since one committee member holds one point, how would voting work if a committee member was absent?

Secretary General answered that the committee would not approve a grant application if there were not enough members present.

C. L. Conway said steps were taken last year to have decisions made more objectively. It seems that we are moving away from that direction, because currently the committee is seeking the individual opinions of each member on committee.

E. Pedersen, speaking against the amendment, stated that we have no knowledge of how many grants don’t satisfy the requirements. Looking at the point system on page 41 and 42, if every member of the committee agrees this is a terrible grant, the grant could still pass.

E. Pedersen moved to Strike Part C and add “If the Grants Committee votes with a 2/3 majority that the grant does not meet the conditions of the Grant Policy, the grant will not be approved”.

Secretary General moved to commit the whole motion back to the Grants Committee, to let them look over the suggestion and bring something back to Council.

C. L. Conway, speaking for this motion to commit, said the grants committee is probably in a better position to decide than Council.

G King has a concern to make this in consultation with other bodies.

Motion to commit passed.

5.7. Motion R12-09-#047 · Thompson House on the Moon (T. Centea/G. Lord)

WHEREAS the executive workplan approved in September included a commitment to investigate the possibility of building a new Thompson House on the Moon WHEREAS this ambitious project raises significant concerns about the financial impacts on the society, the safety of its staff and consequences for the environment.

BIRT that the executive committee provide an update of this investigation at the next meeting of Council BIFRT this update address the financial, environmental and safety considerations related to this project

Motion withdrawn by mover.
6. Executive Reports

6.1. External Affairs Officer

Report online.

6.2. Academic Affairs Officer

Report online.

6.3. Internal Affairs Officer

Report online.

6.4. Secretary-General

Report online. The report of the Secretary-General was moved to New Business, following motion regarding SEDE.

7. Commissioner Reports

7.1. Equity Commissioner

Report online.

7.2. Environment Commissioner

Report online.

7.3. Member Support Commissioner

Report online. Committee is open for positions, contact him for questions.

7.4. Health Commissioner

Report online.

8. New Business

8.1. Motion R12-01-#052 · Motion to Support Permanent Funding for SEDE
(Equity Committee)

WHEREAS the Social Equity and Diversity Education (or SEDE) Office provides information, education and training to all areas of the University in order to cultivate a respectful, diverse and supportive campus;
WHEREAS each academic year graduate student participants account for 35-40% of SEDE's ten core workshops, and SEDE has facilitated trainings tailored for PGSS Executives and Commissioners, graduate student Teaching Assistants, and Graduate Student Associations. SEDE also provides support services to international students, which include PGSS members;
WHEREAS the Equity Committee of PGSS has worked for the last three years with the SEDE office, which commits staff and financial resources, to co-host the Annual Equity Social at Thomson House;
WHEREAS SEDE has, for five years, published and distributed thousands of copies of an annual wall calendar highlighting important equity and diversity related work. The most recent calendar includes the research of five current or recent McGill graduate students as well as twelve McGill graduate students involved;
WHEREAS the SEDE office has largely operated on a delicate balance of permanent funding and external temporary funding (the latter largely provided by Students Services), in addition to project-related income, this semester funding from Student Services will cease and SEDE also faces a reduction in its permanent budget. These changes may have a negative impact on the number of staff positions at SEDE and thus threaten SEDE's valuable service to the McGill community;
WHEREAS PGSS is mandated by our Policy on Equity and Diversity to call upon McGill University “to continue to pursue initiatives designed to actively educate, heighten awareness and provide opportunities for dialogue about equity and diversity-related issues.” In addition, PGSS is mandated by the same policy “to actively support projects that aim to end discrimination or to promote diversity and inclusiveness in the McGill community;”

BIRT PGSS actively support permanent funding for SEDE from McGill (through Student Services or otherwise) by writing a letter from the Secretary-General and Equity Committee to Associate Provost Lydia White (Policies, Procedures and Equity) and Deputy Provost Morton Mendelson (Student Life and Learning) that acknowledges SEDE's achievements and requests maintaining financial support for SEDE's ongoing work.

Gallery guests' speaking rights extended.

Jana Luker, Executive Director of Services for Students, explained that Student Services is a self-financed unit in which student service fees goes directly to student services, through which SEDE is funded, and not considered part of central operating budget. She advocates that SEDE continue its funding through the Associate Provost's office and the central operating budget.

Secretary General, as a point of information, said that in the past, Student Services was able to use the surplus budget for special projects to fund SEDE. Now the budget is insufficient to maintain the cost of SEDE.

Jana Luker advised that currently they are not able to even sustain salaries of staff at Mental health, Student Aid, Chaplaincy, First Year Office, etc. Priority is on mental health, as it is a highly demanded service. More councillors were needed. Reducing the number of staff to cut costs would be radical.

W. J. Edward Lee, spoke in favour, stated that SEDE provides an essential service, so funds should come from central operating budget. The current service of SEDE is not met through any other program; thus, SEDE should be maintained because PGSS benefits.

Academic Affairs Officer, speaking against the motion, criticized the narrow scope of the proposal and said it lacked nuance that is required to consider funding systems.

Internal Affairs Officer, speaking against the motion, moved to postpone the motion indefinitely. Either the student budget is cut, endangering students with disabilities and international students, or, higher fees must be called. However, the student population has just battled off the high tuition fees. Since there is no concrete proposal, PGSS should not endanger any party.
G. King, spoke against postponing, pointing that Council has purview to speak on this motion. Pitting SEDE against other student services is a false debate.

F. Rifai, speaking against postponing, said PGSS can give moral support to SEDE as this is a service PGSS uses and benefits from.

Motion to postpone motion failed. Debate ensued.

T. Centea pointed out that all services that students get are good and that students want all of them.

G. Lord, on a point of information, asked about the timeline.

Jana Luker responded that funding is in place until the next fiscal year, which begins May 1st. However, due to elections, this is why it’s coming up now. Usually, this is the time of year to set the operating budget.

Y. Bresler asked what percent of budget goes to SEDE.

It was calculated that 0.63% of budget goes to SEDE.

Secretary General, spoke against motion, explaining that he is speaking against it not because he doesn’t support SEDE, but believes we shouldn’t pit interest groups against each other.

G. King, speaking for the motion, mentioned that it is in the mandate of PGSS to support groups like SEDE whose work is in community engagement.

Motion to call the question passed.

Motion failed.

8.2. Report of the Secretary General

Since Board of Governors usually operates in closed session, the Secretary General has been pushing for students to interact with the Board. On February 11, there will be a session where Board will come to Council. He encourages people to sign up through email.

PSAC report asked membership at large if there is interest from Council on transferring from PGSA representation to faculty representation.

8.3. Motion R12-01-049 · Resignation of Finance Officer
(Executive Committee)

BIRT Council ratify the resignation of the Finance Officer.

External Affairs Officer asked why the Finance Officer resigned.

Secretary General explained that on December 18, the Finance Officer’s email of resignation was received. There are two reasons that led to her resignation: frustration in working relationships and because the Finance Officer is in India and will be there for the next four months.
C. Conway mentioned that Council had tabled the budget update for the past three months and asked what is next in terms of finance.

Secretary General responded that solicitation for candidates and election will be held online. For now, different executives will take different parts of the role of the Finance Officer.

*Motion passed.*

**8.4. Motion R12-01-#050 · Protocol Discussion**  
(Gretchen King)

WHEREAS the McGill Administration released the Protocol Regarding Demonstrations, Protests and Occupations on McGill University Campuses on November 30th with a closing deadline for comments sent by email on January 7th;  
WHEREAS numerous concerns have been raised about the protocol by students, faculty, staff, and legal advisers, including the possible adverse effect on charter rights;  
WHEREAS there is no evidence in the current protocol of suggested changes made by PGSS and its members;  
WHEREAS several PGSS Executives met with Vice-Principal Michael Di Grappa on December 10th;

*BIRT PGSS raise awareness among members of these concerns by publicizing a statement in addition to providing support and mobilizing for the upcoming events around the protocol on Wednesday, January 23rd.*

G King, upon motivation, explained the upcoming demonstration with regard to consultation process. The Canadian Civil Liberties Association asked that students assemble a committee to review the protocols.

Secretary General, on a point of information, asked what is planned for the demonstration.

G King, responded that a gathering will take place in Victoria Square on January 23rd.

*Motion passed.*

**8.5. Motion R12-01-#051 · Athletics funding model**  
(Secretary-General)

*BIRT the PGSS advocate a funding model weighted more heavily toward user fees at the upcoming consultation process for the athletics budget.*

Secretary General, upon motivation, stated that Varsity athletes are using a third of the budget of athletics. The funding model should be weighed more heavily to the general population, such as the users of fitness center.

T. Centea spoke in favour of the motion, stating that in light of budget cuts, a user fee system would promote responsibility.

L. Harvey, on a point of information, asked at what level is this fee levied as post doctorates don’t pay student service fee.
Academic Affairs Officer explained that this fee is seen on the student bill on Minerva. McGill Athletics is self-funded. No money goes into the university, and no money goes out. Cuts for the university do not affect McGill Athletics.

G. Lord asked how varsity teams would support themselves if we turned to a user fee system and how the athletic departments at other universities are funded.

Secretary General explained that moving to user fee system causes the varsity athletes to pay larger share of cost and allows us to subsidize the use of fitness center. Whereas UBC has 60% of costs relieved by sponsorships and sales, McGill has most of its costs put on students.

E. Pedersen pointed out that there are large fixed costs on buildings. Maintenance of the gym should not be part of the user fee system.

Secretary General moved to amend the motion.

**BIRT the PGSS advocate the upcoming consultation process for the athletics budget for modestly reducing the subsidy of varsity athletics and diversifying revenue sources and instead subsidizing services more widely used by students.**

*Motion passed.*

Motion to extend Council.

Council extended.

8.6. **Motion R12-01-#053 · Motion to amend the quorum of the Academic Affairs Committee**  
(Academic Affairs Officer)

WHEREAS The Academic Affairs Committee is unusually large with a current roster of forty members and cannot regularly obtain a quorum of 50%.

**BIRT the Society Affairs Manual be amended to include:**

Chapter 5, Section 6

3. Quorum

3.1 Quorum for the Academic Affairs Committee shall be twelve (12) or a quarter (1/4) of members, whichever is lower.

**BIFRT bylaw 6.2.5 be amended to add “with the exception of the Academic Affairs Committee, the quorum of which shall be set out in the Society Activities Manual”**

Academic Affairs officer, upon motivation, stated that this motion would allow him to start using this committee.

M. Bastarache suggested reconsidering the number of members of this committee.

C. L. Conway stated that people on the committee might not know they are on this committee, resulting in the low attendance.

*Motion passed.*
9. Other Reports

9.1. Appointments Board

9.2. Policy and Structure Advisory Committee

Get in touch with Secretary General as to how the committee allocates seats.

9.2. Governance Committee

9.3. Academic Affairs Committee

9.4. Steering Committee

9.5. STARS Report

10. Question Period

No further questions.

Adjournment
8:48 pm
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C13-02-#08
Council Minutes
Unapproved
February 13, 2013 6:46 pm

Executives

Jonathan Mooney Secretary-General, Michael Krause Internal Affairs Officer, Errol Salamon External Affairs Officer, Adam Bouchard Academic Affairs Officer, E. Cawley Member Services Officer

Councillors


Commissioners and non-voting members

Gretchen King Equity Commissioner, Vikrant Bhosle Member Support Commissioner, Kelly Nugent Environment Commissioner, Nida Nizam Council Speaker, Sharon Gai Recording Secretary

Regrets

WooJin Kim, Bahar Kasi, Carlos Melendez, Fay Strohschein, Helena Zakrzewski

Gallery and Guests

Andra Cernavski, Simon Poitrimolt McGill Tribune, Theo Bourgery, Camille Chabrol Le Delit, Cameron Monagle, Leah Freeman, Marc-Andre Legault FEUQ, Michael Lee-Murphy Daily
Justin Marleau AGSEM, Hera Char Guest
Call to Order 6:46 pm

1. Approval of the Agenda

   Academic Affairs Officer moved to remove Survey on the Performance of University Administrators from the agenda.

   Survey on the Performance of University Administrators was removed from the agenda.

   Academic Affairs Officer moved to remove Justin Marleau’s presentation from the agenda. He motivated by saying that time should not be spent on things that Council has already received information for.

   G. King spoke against the motion in saying that the presentation must be presented before the Summit and that this is an invited speaker who has committed time to be present at Council.

   Motion failed. The item remained.

   Member Services Officer moved to remove Motions 10.16 to 10.22 regarding referendum questions from the agenda. Upon motivation, she said that these motions are still under discussion and are not ready for Council.

   Motions 10.16 to 10.22 are removed.

   Agenda approved.

2. Speaker’s Report

   Amendment to the Report of Appointments Board: External Affairs Officer has been nominated for the Arts Faculty Council Language Policy Committee.

   Councillors who have been told by their departmental chairs that they will have repercussions to what they say in Council should email the Speaker with their concerns.

   Sometimes the Speaker will wield Chair’s discretion to adjust procedures to expedite meetings. If anyone has concerns regarding Chair’s procedure, please email the Speaker.

   The Speaker would appreciate members of Council presenting respectable behaviour towards colleagues’ motions that have passed or failed.

3. Announcements

   Leah Freeman from the FEUQ presented Plans for Education Summit.

   Secretary-General presented the PGSS Budget update.
General Assembly of Art History and Communications Studies voted unanimously to endorse boycott on Quebec Summit for Education and organizing a vote to go on strike during the Summit if tuition increases or is tied to indexation.

4. Approval of the Minutes

G. King proposed two changes.

5.6. Motion R12-09-#046 · Motion regarding grants program funding policy: “G King has a concern to make this in consultation with other bodies”. This should then specify Equity Committee within the “other bodies”.

8.4. Motion R12-01-#050 · Protocol Discussion: “G King, responded that a gathering will take place in Victoria Square on January 23rd.” Victoria Square should be changed to Community Square.

Changes made. January minutes approved.

5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-02-#054 · To accept recommendations of the Appointments Board (Appointments Board)

BIRT Council approves the nominations outlined in the report of the Appointments Board.

Motion passed.

6. Executive Reports

6.1. External Affairs Officer

Update to Report: After FEUQ Congress from last weekend, PGSS has made positive gains, and amended governing documents to ensure agendas are translated into English with sufficient notice.

6.2. Academic Affairs Officer

G. King asked if the Report on the Poll will have a summary of the comments of the Poll when it is brought back to Council.

Academic Affairs Officer said yes.

Secretary General asked what we are doing to make sure we have representation in Arts Faculty Council and why there is no representation there.

Academic Affairs Officer said the Arts Faculty Council regularly advertises the vacancies that are available. Eight seats are open. Please email info.pgss@mcgill.ca for application.

G. King asked for the PGSS’ response to Arts cuts.
Academic Affairs Officer had an Ad Hoc meeting with Dean of Arts, who was responsible for the Arts cuts and concluded that no classes currently taken by graduate students will be affected by the 100 classes being cut.

6.3. Internal Affairs Officer

No questions.

6.4. Member Services Officer

D. Meadows asked for a summary of where the talks are at with the Member Services Officer.

Member Services Officer said Committee of Student Services met today for a proposed budget. Talks at the Director level will meet tomorrow.

6.5. Secretary-General

G. King asked Secretary General to elaborate on Board of Governors meeting.

Secretary General said to respect confidentiality, he could not elaborate further as the meeting was held in closed session.

7. Commissioner Reports

7.1. Equity Commissioner

D. Meadows asked if the Equity Commission have a direction of where it wants to move with the recommendations of the STAR report.

G. King ceded her speaking right to Veronica, the propeller of the STAR report, who said Shona, who is in charge of the Thompson House Sustainability Project, integrated all of the recommendations into the report that was presented to Council to form a Sustainability Action Plan.

7.2. Environment Commissioner

7.3. Member Support Commissioner

7.4. Health Commissioner

8. Other Reports

8.1. Appointments Board

8.2. Policy and Structure Advisory Committee

8.3. Library Improvement Fund Committee

8.4. Steering Committee

9. Question Period
No questions were asked.

10. New Business

10.1. Motion R12-02-#055 • Motion Regarding Council Seat Apportionment
(Policy and Structure Advisory Committee)

WHEREAS the Policy and Structure Advisory Committee has considered a motion referred to it by
council to consider changing the apportionment of council seats to PGSAs
WHEREAS a report from PSAC has been included in this council package

BIRT Council approves the Society Manual and Bylaw changes recommended in the
attached PSAC report.

Bylaw change regarding PGSS Council seat apportionment:

3. Composition

3.1. The composition of Council shall consist of regular members appointed from each PGSA, in
a democratic manner according to the constitution or practices of the PGSA.

3.2. Each PGSA shall be entitled to a number of council seats as follows:

\[
\text{Number of seats} = 0.15 \ast (\text{number of members})^{0.5}
\]

3.5. The number of regular members for a PGSA for the purposes of this calculation shall be
that of the most recent membership list as made available by the University as of February
15 of the most recent year.

3.6. For the purpose of determining PGSA sizes, postdoctoral fellows shall count 50%
toward the size of their PGSA and 50% toward the size of the Association of Postdoctoral
Fellows, which shall be entitled to a number of seats following the same proportionality as
those allotted to PGSAs.

T. Centea, upon motivation, said that conclusions in the report are an accurate representation of
discussions.

W. Farrell noted that the figures looked fair. He also asked what would happen in the case of
decimal numbers.

Secretary General, in response, moved to amend to have rounding to include two bars: round up if
it is 0.5 and up and round down if it is less.

G. Lord first commended the committee for what it had developed, then spoke against the motion.
This motion reduces Council size by a third. Since Council is a great way to have people get
involved in student society, this motion would be detrimental to participation in student government.

Academic Affairs Officer, in favour of this amendment said that as a guest at PSAC, he had
advocated for a smaller number than what is presented, but noted that PSAC developed a good
compromise with this equation that results in a clean number and manageable size.

D. Meadows, who sit on PSAC, noted that PSAC consulted with Jacinthe, the Post Graduate
Student life Coordinator, to see how many people actually show up to meeting and asked Council
to keep this in mind.
T. Centea asked Council to think about this motion not as Councillors from different departments but as one PGSS unit. If there are 150 people on Council, we would not be able to fit in the meeting room. In considering different Council sizes, he mentioned that PSAC found the optimal solution.

M. Bastarache spoke in favour of the motion despite being part of the association that will experience a loss in seats from 3 to 2. Though there is less chance to be on Council for students, it’s better to have fewer but more committed people.

C. L. Conway spoke in favour of the motion. Even though Council is reduced, there are still ample chances for students to participate in student affairs by sitting on committees.

Academic Affairs Officer said Council’s responsibility is to hold standing committees responsible as these groups do not have the final say to pass motions on behalf of the entire society. Students can still get involved by sitting on those committees to have discussions on student affairs to bring forth recommendations to Council.

W J Lee spoke in favour by noting that Council will still be able to move for motions and execute current processes in passing this motion.

*Motion passed.* G. Lord opposed.

**10.2. Motion R12-02-#056 • Motion to Approve Referendum Question on Accreditation**
(Executive Committee)

WHEREAS the PGSS is not recognized as the official legal representative association of postgraduate students at McGill
WHEREAS the PGSS can achieve this recognition via a referendum of its members

BIRT the following question be placed on the annual PGSS referendum: « Do you agree that the Post-Graduate Students’ Society of McGill University Inc. (PGSS) becomes accredited to represent postgraduate students at the institutional level in accordance with An Act Respecting the Accreditation and Financing of Students’ Associations R.S.Q., c. A-3.01? » (yes/no)


Secretary General, upon motivation, explained the purposes of accreditation. PGSS right now is not recognized as the legal body to represent graduate students. To do that, we need to have a vote in which 25% of people vote in favour. This motion pushes for PGSS to have legal representation for graduate students and the legal right to assess a fee through referendum.

G. Lord, speaking in favour, said this motion also helps every PGSA to gain recognition within their departments.

Academic Affairs Officer, speaking in favour, said with this referendum question, we could achieve the legal strength to dictate and represent students.
T. Centea asked the movers if placing this question would put PGSS in confrontation with the university.

Secretary General said upon recommendation of lawyers, it was suggested that before the referendum, we were to talk with the university first. Talking with Professor Mendelssohn, we found out that this question is not going to change the relationship with the university. The wording in French will be changed to:

« Acceptez-vous que l'Association étudiante des cycles supérieurs de l'Université McGill inc. soit accréditée et reconnue comme l'Association représentative des étudiants et étudiantes inscrits aux cycles supérieurs de l'Université McGill en vertu de la Loi sur l'accréditation et le financement des associations d'élèves ou d'étudiants L.RQ., c. A-3.01?»

Reference to the Ministry of Education is deleted.

W. Farrell asked why this was not been done before as PGSS has been around for decades.

Secretary General said that the biggest difficulty is that 25% of people have to vote. From the election it seems that 13% of the people are voting. This year we have extra tools to get people to vote: Student Affairs Coordinator, Jacinthe, will implement a big campaign to get people to vote and we also have support from the FEUQ.

P. McCamphill asked if other PGSA's are accredited.

Secretary General said this is only in response to a specific law in Quebec on legal representation for student associations and not in the rest of Canada. Typically in Canada there are contracts struck between the association and the university.

*Motion passed with new French wording.*

Guest Speaker Justin Marleau from AGSEM presented the McGill budget and described how the McGill budget has done since the 2007 fiscal year.

Time extended for questions.

Academic Affairs Officer said every single graduate student is told to outperform in their granting applications and questioned if this was the case for students at University of Toronto.

Marleau responded that Quebec has its own funding bodies which do not compete with those of Ontario or BC; therefore that is not a valid comparison.

Secretary General wished to clarify between operating revenue and total revenue and asked how we account for our operating revenue.

Marleau said restricted funds do not just include research grants. Financial statements need to be looked at and see if funds are internally or externally restricted.

Secretary General asked what the average ratio of academic to administrative salaries is in Canada.
Marleau said he did not have those figures available.

T. Centea asked for the key take away of the presentation.

Marleau explained he was here to inform, not to advocate for a particular point.

Speaker clarified that this presentation was to support a following motion.

Internal Affairs Officer asked if Marleau factored in the increase in enrolment and 13% inflation rate and how the dollars in maintenance of buildings factor into the numbers.

Marleau explained that costs have not increased by adding more students. We have to decipher if we are adding more classes or more students to the same class.

D. Meadow asked to clarify who the “administrative staff” is in the presentation.

Marleau answered the staff would be those under MUNACA, MUFASA, and SEIU.

W J Lee asked for examples of where the administrative costs were distributed.

Marleau said the increase in administrative costs were mainly hiring of M-class employees, managerial employees which had increased by couple of hundreds.

10.3. Motion R12-02-#057 • Motion Regarding Statement on Budgetary Priorities and Objectives at McGill
(Gretchen King)

WHEREAS the Quebec Summit on Higher Education will be held from February 25-26, 2013; Whereas despite substantial increases in operational revenues since fiscal year 2006, Principal Munroe-Blum has argued that McGill University cannot meet its objectives at current levels of financing; WHEREAS the provincial budget cuts to universities announced in the lead-up to the Summit represent $19-million less for McGill’s budget; WHEREAS the recent cuts affect current budget priorities at McGill University, which do not necessary reflect the needs of graduate students; BIRT PGSS issue a statement based on council’s discussion before the Quebec Summit on Higher Education concerning budgetary priorities at McGill and offering new budgetary objectives that actually address the needs of graduate students.

G King, upon motivation, said that the McGill budgets are poorly managed and that financial oversight should be a must. She would like to see a statement advocating the formation of an internal committee of students that have prevue over setting the budget in McGill.

T. Centea spoke against the motion. He said we need administrative and managerial staff for operations and didn’t think decisions should be made based on what is shown in pie charts.

Academic Affairs Officer, speaking against motion, said graduate students, who bring in money to McGill for doing research, are well reflected in priorities of provost. He thinks that the university is looking out for the students.
Member Services Officer said the student services budget is different from the operating budget. As someone who has spent weeks in meetings regarding student services, she says students are well taken care of.

G. King, in responding to the Academic Affairs Officer, said it did not meet her constituents’ priorities that $70,000 were spent on advertising of the principal's job and to have the principal be paid more than the Prime Minister of Canada.

W J Lee, speaking in favour of the motion, said transparency is always good in terms of budgetary concerns and that we should always ask our university to be transparent.

G. Lord, on point of information, asked when is the Summit happening.

Secretary General said Feb 25 and 26.

G. Lord spoke against the motion as he believed the presentation was too short for Council to make an informed decision.

T. Centea, speaking against the motion, brought another reason for his dissent to the motion as he thought the BIRT clause was unclear.

G. King responded that through the discussion in Council, it can be inferred that Council does not have enough information on budget priorities to make an informed decision, but Council does have enough information to bring forth a committee that allows key stakeholders including graduate students in determining the budget priorities.

D. Meadows said, as a member of the Appointments Board, she encouraged people to join committees that are already in place to discuss detailed matters like the budgets.

G. King proposed an amendment to replace existing BIRT clause to:

**BIRT PGSS issue a statement to strike a university wide committee that includes key stakeholders including graduate students that holds a transparent forum in determining the budgetary priorities of McGill**

Secretary General said that this committee seems similar to Board of Governor’s Finance Committee and proposed if we should have an open session of that committee.

G. King said that budgets are always made in closed sessions. This clause aims to change the structure of how committees make budgets. She motivated by saying that this amendment reflects upon the discussion of tonight.

W J Lee asked what is transparent what is not in the Board of Governors.

Secretary General said all committees operate in closed sessions. Only open when they want to. He approximated that 60% of meetings happen in closed sessions and 40% in open. Four students are on the board who serve as members or observers.

W J Lee, upon motivation for this motion, said that this motion advocates for transparency.

C L Conway spoke in favour of the amendment, a statement that clears ambiguity.
S. Sahakian, speaking against the amendment, found that the amendment is different from the purpose of the original motion. Perhaps Council can work with the Board of Governors in a different way.

L. Harvey said McGill has 600 to 1000 postdoctoral fellows and does not have a dedicated person to represent them and proposed to amend the amendment to include postdoctoral fellows.

Amendment to add postdoctoral fellows passed.

Internal Affairs Officer called the question. Motion to call the question passed.

Amendment passed.

Internal Affairs Officer, spoke against the main motion, saying that McGill is audited by Deloitte, who has significant responsibility. Creating another layer of bureaucracy is not helpful. The statement will not create any positive outcome but animosity between governors and PGSS.

T. Centea spoke against the motion again. Closed sessions are valid because things like salaries cannot be exposed. Both Board of Directors and PGSS Executive operate in closed session.

W. Farrell, spoke against the motion, agreeing with the previous speaker.

G. King said auditors don’t set budgetary priorities, we should. Transparency is not an aggressive act. We saw salaries in the presentation, because it is part of the budget line.

Motion passed.

BIRT that PGSS issue a statement to strike a university-wide committee with key stakeholders, including graduate students and post-doctoral fellows, that offers a transparent forum and affords participation in determining the budgetary priorities and objectives of McGill University.

10.4. Motion R12-02-#058 • Adoption of Policy Statement for Upcoming Education Summit (Executive Committee)

WHEREAS the upcoming education summit will address several issues on which PGSS does not have standing policies

BIRT the following Policy Statement Regarding the Summit on Higher Education be adopted

WHEREAS the PGSS researcher issues a report in November 23, 2012 regarding the alleged underfunding of Quebec universities which concluded, “The system must also take account of the unfolding deficit crisis in the university employee pension funds along with future infrastructure requirements. The Quebec university system needs to put on a more financially sustainable footing. This cannot be achieved without some increase in funding.”

WHEREAS several research reports in addition to that of the CREPUQ, including a report of the Council of Ontario Universities, have suggested that Quebec universities are insufficiently funded

WHEREAS nevertheless, further investigation and an assessment of the absolute needs of Quebec universities is required
WHEREAS additionally, an evaluation of the particular programs and sectors in need of potentially more funding must be carried out in order to properly direct funds to where they are needed rather than leave all decisions regarding the spending of funds in the hands of university administrators

BIRT the PGSS recognize that there is meaningful evidence that the Quebec university system is underfunded

BIFRT the PGSS support the FEUQ in its call for the absolute funding needs of Quebec universities and programs/sectors in need of funding to be clearly identified in a process with participation from all sectors of the university community

WHEREAS the current funding model for Quebec universities is based primarily on enrolment weighted by sector
WHEREAS this grid is in need of constructive revision
WHEREAS other metrics, such as the attainment of university-specific objectives as evaluated by the CEUQ, ought to be considered in university financing

BIRT the PGSS support the FEUQ in its call for a review of the financing grid

BIFRT the PGSS support a broader financing model that incorporates as one factor the attainment of university-specific objectives as evaluated by the CEUQ

Speaking rights extended to the FEUQ.

Sec Gen, upon motivation, said in September 2012, the Executive Committee looked at underfunding. Findings are that Quebec universities are underfunded from the researcher that was hired to look at the facts.

Freeman (FEUQ) said that though there is a cut in investments this year, there is still an increase in investments vis-à-vis last year. Next year there will be an 8.6% increase.

M. Bastarache, spoke against the motion, saying there isn't enough information recognizing there is a underfunding through reading the report developed by the researcher.

Internal Affairs Officer spoke strongly for the motion. There is no proof that the letter sent in May was received by the directors as they would have publicized it. He asked that the FEUQ address the document from FEUQ from 2010 that says we have underfunding.

Academic Affairs Officer spoke for the motion as a whole. He stressed one BIRT clause: BIRT the PGSS support the FEUQ in its call for a review of the financing grid.

D. Meadows gave an example of how underfunded McGill is: there is $622 million in our deferred maintenance budget, which is 30% of our assets. Other universities are 10%.

T. Centea spoke about how the idea of being overfunded or underfunded is part of operations. Universities have plans for expansions which are plans that we should work for as graduate students. It seems to him that the idea of being underfunded is something we should absolutely support.

Freeman said we need to take into account all money coming into universities for us to see that there is a surplus in budget.
Legault (FEUQ) pointed out that the underfunding that CREPUQ talks about is a comparison between Quebec and the rest of Canada, and doesn’t specify the needs of the university. The FEUQ advocates knowing the needs for universities. If we looked at the big picture, we have more money per student.

A. Best said a report with conflicting conclusions doesn’t mean it is a flawed analysis; instead, it means a thorough one.

N. Hyba moved to amend the motion because the clauses were contradictory. She proposed we strike the clause on underfunding (and its first two WHEREAS clauses), and keep the one on funding assessment.

G. King, in favour of this amendment, agreeing that this eliminates the contradiction.

W. Farrell, spoke against the amendment, saying that it confounds him that we are discussing issues where we need more money and voting to put forward a motion that says we are not underfunded.

Secretary General, spoke against the amendment, and said that Quebec was dead last in getting funds from the government. Funding goes to hiring professors in international market to get the best teachers. If we believe in evidence and data, we can see that we don’t have enough money.

Monagle (FEUQ) said that crying for more money is something that everyone does. It is not a good way to manage public money if we keep asking for more money.

WJ Lee spoke in favour of the amendment, saying that key stakeholders need to be consulted, not just the university administration. There is evidence of inadequate management.

Internal Officer spoke against amendment, and asked the Council to imagine the day after meeting, as they tell their friends, in buildings that need maintenance, about how we voted against the motion that we are underfunded.

Freeman said that FEUQ will always advocate more money from government. They are just addressing the mismanagement of funds.

Academic Affairs Officer called the question.

Amendment failed. Debate on main motion ensued.

Academic Affairs Officer spoke in favour of the motion, spoke about how disasters like McGill flooding and asbestos ceilings come out of the operating budget.

B. Keith spoke in favour by sharing a personal anecdote, that both he and his supervisor are leaving McGill at the end of the year because of lack of funding.

G. King, spoke against the motion, saying there is a contradiction in motion.

Secretary General said there is no contradiction in the motion. The motion asks for an assessment for the right places that funding should go.
W J Lee moved to amend to BIRT the PGSS recognize that there is meaningful evidence that the Quebec university system is underfunded as a function of their needs. Upon motivation, he said that this is making sure that people do things in an accountable manner, not to paint the picture that administration is evil.

Internal Affairs Officer called the question. Amendment passed.

Motion passed.

Meeting extended for 30 minutes.

10.5. Motion R12-02-#059 • Motion Regarding General Meetings
(External Affairs Officer)

WHEREAS the Policy and Structure Advisory Committee submitted a recommendation to PGSS council to decrease the size of council;
WHEREAS PGSS members have the potential to participate directly in the governance of the Association only once per year at the Annual General Meeting;
WHEREAS General Meetings increase the potential for more individual members to participate directly in the governance of the PGSS;
WHEREAS SSMU holds two General Meetings per academic year, one in the fall semester and one in the winter semester;

BIRT the PGSS Society Bylaws, Section 7: Meetings of Governing Bodies, be amended from, “1.2 An Annual General Meeting shall be held in the month of February or March, ideally at the time typically reserved for PGSS’ regularly scheduled Council meetings” to read,

“1. Regular Meetings

1.2 Two General Meetings shall be held, one in the fall semester and one Annual General Meeting in the winter semester, ideally at the time typically reserved for PGSS’ regularly scheduled Council meetings.”

BIFRT the PGSS Society Bylaws, Section 8: Appointments, be amended from, “5.3. Internal, External, and Council Directors are appointed by special resolution of the Appointments Board, subject to ratification by the Board of Directors. A Director so appointed assumes office immediately after ratification by the Board of Directors; however, such appointment must be ratified at the next Annual General Meeting, failing which the Director is removed” to read,

“5.3. Internal, External, and Council Directors are appointed by special resolution of the Appointments Board, subject to ratification by the Board of Directors. A Director so appointed assumes office immediately after ratification by the Board of Directors; however, such appointment must be ratified at the next General Meeting, failing which the Director is removed.”

External Affairs Officer, upon motivation, said this motion would increase the number of GMs from one to two since Council is now smaller.

W. Ferrell spoke against the motion by saying that GMs are complete failures, a lesson to be learned from SSMU.
G. King, spoke in favour of the motion because her constituency is one that is losing seats. Because GA is the highest authority, only meeting once a year limits the things to be done.

Secretary General, spoke in favour, saying that we will have scheduled well in advance for meetings, so we don’t run into disorganization. Vetos are increased, so there is more accountability.

Question called.

Motion passed. W. Ferrell opposed. T. Centea abstained.

10.6. Motion R12-02-#060 • Elections Budget
(Secretary-General)
WHEREAS the annual election and referendum period is approaching,
WHEREAS an additional by-election is being held for the Finance Officer position,
WHEREAS this is the second by-election held this year,
WHEREAS proper advertising of postings and voting periods by such means as posters and notices is important to inform the membership about elections and referenda,
WHEREAS the PGSS is facing an unprecedented number of referendum questions this year, for which "yes" and "no" campaigns may need to be funded,
WHEREAS nearly one third of the year's election budget has already been consumed,
WHEREAS the Chief Returning Officer has requested a budget increase to ensure sufficient resources are available to properly conduct the election and referenda

BIRT the line item "Elections" in the budget be amended from $3000 to $6000

Motion passed.

10.7. Motion R12-02-#061 • Procedure for Appeals Board
(Governance Committee) – Second Reading – 2/3 majority vote

WHEREAS the Bylaws state that the time limit during which the Appeals Board must meet upon receiving notice of appeal

BIRT Society Activities Manual 12.2.1.1.1 be amended to read, “Hear and pass judgment on cases of appeal concerning any decision or actions of the CRO within three (3) working days of being notified of any such appeal;

Motion passed.

10.8. Motion R12-02-#062 • Composition of Appointments Board
(Governance Committee) – Second Reading – 2/3 majority vote

WHEREAS the current Society Activities Manual grants a tie-breaking vote on the Appointments Board to someone who is not even a member of the Appointments Board

BIRT Society Activities Manual 11.4.6 be amended to read, “All decisions of the Appointments Board shall be made democratically and documented. In the event of a tie, the vote of the chair shall count twice.”

Motion passed.
10.9. Motion R12-02-#063 • Motion to amend the quorum of the Academic Affairs Committee (Governance Committee) – Second Reading – 2/3 majority required
WHEREAS The Academic Affairs Committee is unusually large with a current roster of forty members and cannot regularly obtain a quorum of 50%.

BIRT the Society Affairs Manual be amended to include:

Chapter 5, Section 6

3. Quorum

3.1 Quorum for the Academic Affairs Committee shall be twelve (12) or a quarter (1/4) of members, whichever is lower.

Academic Affairs Officer said they can do business if Council allows this motion to pass.

C. L. Conway said that it is important for the people who are on this committee to know they are on it. She thinks it is easier to obtain quorum if these people were notified.

G. King stressed that these people should be notified.

Question called.

Motion passed.

10.10. Motion R12-02-#064 • Motion Regarding External Affairs Officer Job Description (External Affairs Officer)

WHEREAS the structure of PGSS is similar to other Anglophone student associations in Montreal;
WHEREAS the demographics and composition of the PGSS student body is similar to other Anglophone student associations in Montreal;
WHEREAS the External Affairs Officer has regularly met and worked with the other Anglophone student associations in Montreal because of these similarities;

BIRT the PGSS Society Activities Manual, Section 3: External Affairs Officer, be amended to read,

“Representation
1.1.2. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations in order to build a coalition of Anglophone student associations within the Quebec student movement.

Communication

1.2.1. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations.

Campaigns
1.3.1. Be responsible for effectively communicating and implementing relevant programs and research projects that are consistent with the policies and positions of the PGSS, and that are developed in collaboration with groups of which the PGSS is a member and with other Anglophone student associations.”

External Affairs Officer, upon motivation, said this motion institutionalizes what is already happening. He already works with the VP Externals of SSMU and Concordia. He wants it to be part of the job description.

G. Lord asked if this is too specific for an amendment. Perhaps it should be more general so we don’t change the bylaws each time a project changes.

External Affairs Officer said that it is important that the VP external be collaborating with associations of Anglophone student associations. This is why he wants it to be part of the description.

Question called.

Motion passed.

10.11. Motion R12-02-#065 • Motion Regarding Duties of the Environment Committee (Environment Commissioner)

WHEREAS the current role and actions of the PGSS Environment Committee (PEC) are not in line with the purpose and duties outlined in Chapter 5 Section 11 of the PGSS Society Affairs Manual; WHEREAS the role of PEC has grown and this committee has been given additional responsibilities over the past year such as maintaining the Thomson House permaculture and vegetable gardens and organizing the Green Drinks Montreal Chapter events; WHEREAS the added responsibility outlined above has had a positive impact by allowing more opportunities for PGSS member engagement and education through events and workshops; WHEREAS the composition of PEC outlined in Chapter 5 Section 11.2 has too few positions to be able to complete the tasks being undertaken; currently there are two volunteers other than the regular members sitting in on committee meetings, participating in event planning and execution; WHEREAS the PGSS Society Affairs Manual should reflect the updated role of PEC; WHEREAS the role of PEC should explicitly include providing advice to the PGSS on environment related issues;

BIRT Chapter 5 Section 11 of the Society Affairs Manual be amended to read:

Section 11: PGSS Environment Committee (PEC)

1. Purpose
   1.1. The PGSS Environment Committee shall:
   1.1.1. Assess, monitor and make recommendations for the improvement of the PGSS’ operations in relation to the environment;
   1.1.2. Elicit opinions of PGSS members on the environment;
   1.1.3. Collaborate with other environmental groups and offices;
   1.1.4 Be responsible for the education of PGSS members on environmental issues;
   1.1.5 Make recommendations to the PGSS on environmentally related matters.

2. Composition
2.1. The Environment Commissioner (chair);
2.2. Five (5) at-large regular members of the PGSS;
2.3. All society representatives to:
   2.1.1 The Senate Committee on Physical Development (SCPD);
   2.1.2 The Sustainability Projects Fund (SPF).

The Environment Commissioner, upon motivation, said that there has seen extensive responsibilities for the new green initiatives. PEC has been struggling with existing responsibilities so we need one more member.

Question called.

*Motion passed.*

10.12. Motion R12-02-#066 • Motion Regarding Duties of the Environment Commissioner (Environment Commissioner)

**Acronyms:** PEC = PGSS Environment Committee

WHEREAS the current role and actions of PEC are not in line with the purpose and duties outlined in Chapter 2 Section 3 of the PGSS Society Affairs Manual;
WHEREAS Chapter 5 Section 11.2.3 is written in a confusing manner such that it is not clear whether it is referencing two specific committees or the type of committee that PEC should appoint representatives to;
WHEREAS the Subcommittee on the Environment referenced in Chapter 2 Section 3 1.1.5 was dissolved in Fall 2011;

BIRT Chapter 2 Section 3 of the Society Affairs Manual be amended to read:

Section 3: Environment Commissioner

1. Duties of the Environment Commissioner

1.1 The Environment Commissioner shall:

   1.1.1 Be the Environment Committee’s direct liaison to the Executive Committee;
   1.1.2 Represent the PGSS’ interests in all environmental issues on campus;
   1.1.3 Monitor the implementation and success of the PGSS’ policies with respect to environmental concerns;
   1.1.4 Be the liaison with the SSMU Environment Commissioners;
   1.1.5 Represent the PGSS on the Sustainability Coordinating Group;
   1.1.6 Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees and work groups whose mandate includes environmental issues.

The Environment Commissioner, upon motivation, said that this motion clears the confusion in the Society Affairs Manual.

Question Called.

*Motion passed.*
10.13. Motion R12-02-#067 • Motion Regarding Duties of the Health Commissioner (Member Services Officer)

Background:

In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. A key component of the MSO portfolio is the relationship with our insurance broker and maintenance of the Health and Dental Insurance Plan, a task previously under the VP Finance portfolio.

Preamble:

Whereas a key component of the Member Services Officer is the maintenance and management of the Health and Dental Insurance Plan in addition to the management of services at PGSS and advocate for Services at McGill University, and

Whereas previously the Health Commissioner was significantly involved in the Health and Dental Insurance Plan because of an obvious disconnect between the VP Finance and the health needs of the student population

Whereas this disconnect has been rectified with the creation of the Member Services Officer

Whereas the Health Commissioner, given the limited hours that should be worked by commissioners, should not be occupied by addressing questions and concerns better addressed elsewhere and whereas the Executive would like this position and the Health and Wellness Committee to focus on Health and Wellness events, advocacy and outreach,

BIRT the Society Activities Manual Section 2: Commissioners Section 4: Health Commissioner be amended to remove 1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members,

Section 4: Health Commissioner
1. Duties of the Health Commissioner.
1.1. The Health Commissioner shall:
1.1.1. Be the Health and Wellness Committee’s direct liaison to the Executive Committee;
1.1.2. Represent the PGSS’ interests in all health and wellness issues on campus;
1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members;
1.1.4. Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees, and workgroups whose mandate includes health or wellness issues, including but not limited to the Committee for Student Services, the Health Services Advisory Committee, the Mental Health Services Advisory Board, and the Advisory Committee.

BIFRT the Society Activities Manual Section 4: Committees of Council Section 12: Health and Wellness Committee (HAWC) 1.1.4 be amended to read “Advise and make recommendations to the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan”

Section 12: Health and Wellness Committee (HAWC)
1. Purpose

1.1. The Health and Wellness Committee shall:

1.1.1. Survey, assess, monitor and work towards improving the health and wellness of the PGSS community;

1.1.2. Be responsible for the education and promotion of health and wellness issues;

1.1.3. Collaborate with other health and/or wellness groups;

1.1.4. Advise and make recommendations to (Council) the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan;

1.1.5. Make recommendations to Council on any health related matters.

Member Services Officer, upon motivation, said that the motion clarifies roles of who should look after the health plan.

Question called.

Motion passed.

10.14. Motion R12-02-#068 • Motion to Remove Member Services Committee from Society Activities Manual

(Member Services Officer)

Background:
In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. In addition to the Executive position a committee was written into the Society Activities Manual to be chaired by the MSO and to have a representative from all relevant service areas of PGSS and the Student Services.

Preamble:
Whereas the Member Services Committee is unusually large, and in practice could include over 30 members and,
Whereas the diverse range of members and the unique nature of each Student Service unit and PGSS service would make it impossible develop one cohesive services strategy and
Whereas the objectives of the Member Services Committee are/can be adequately or superiorly addressed by existing PGSS committees (e.g. the PGSS grants program by the Committee on Monetary Affairs)

Action:
BIRT the Society Activities Manual Chapter 5: Committees of Council Section 4: Member Services Committee (MSC) be removed.

Section 4: Member Services Committee (MSC)

1. Purpose

1.1. The Member Services Committee shall:

1.1.1. Coordinate strategy for matters flowing from University student services, and campus-wide student organizations;

1.1.2. Continuously assess and evaluate all services offered by the PGSS;

1.1.3. Consult on and evaluate any new services to be offered by the PGSS;

1.1.4. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.
2. Composition
2.1. The Member Services Officer (chair);
2.2. One (1) member from Macdonald Campus Graduate Student Society (MCGSS);
2.3. One (1) PGSS member from the Family Care Caucus;
2.4. The PGSS representatives to:
2.4.1. Committees within the athletics department;
2.4.2. Committees and Advisory Boards for Student Services;
2.4.3. The CKUT Board of Directors;
2.4.4. The QPIRG Board of Directors.

BIFRT the Grants Program be removed from the purview of the Member Services Committee and fall under the duties of the Committee on Monetary Affairs and Chapter 5: Committees of Council Section 7: Committee on Monetary Affairs (CMA) be amended to include “1.1.3. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.”

Section 7: Committee on Monetary Affairs (CMA)
1. Purpose
1.1. The Committee on Monetary affairs shall:
1.1.1. Consider and make recommendations to the relevant governing bodies on all financial aspects of the operation and administration of the PGSS, including but not limited to PGSS budgets, administration of all funds and programs financed from them, corporate and business activities, and all fees levied by the University on behalf of the PGSS;
1.1.2. Be responsible for helping the Finance Affairs Officer prepare all necessary financial documents, analyses, and budget.
1.1.3. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.

Member Services Officer, upon motivation, said that the committee never convenes and makes no sense.

G. Lord, on a point of information, asked Member Services Officer to explain grant portion of this motion.

Member Services Officer said this will now be sent to Committee of Monetary Affairs.

L. Harvey said the grants program is about money, but it has already been part of budget. Whoever is working in the grants program is under a defined budget.

Member Services Officer said the way that the grants are allocated has little room for personal opinion as these people sit on university committees.

Motion passed.

Council adjourned 9:35 pm
Post-Graduate Students' Society of McGill University
3650 McTavish Street, Montreal, Quebec
C13-03-#09
Council Minutes
Unapproved
March 20, 2013, 5:46 pm

Executives

Jonathan Mooney Secretary-General, Michael Krause Internal Affairs Officer, Errol Salamon External Affairs Officer, Adam Bouchard Academic Affairs Officer, E. Cawley Member Services Officer

Councillors


Commissioners and non-voting Members

Gretchen King Equity Commissioner, Vikrant Bhosle Member Support Commissioner, Kelly Nugent Environment Commissioner, Sharon Gai Recording Secretary

Regrets

Maxim Bastarache, Alyson Parker, Matthew Rigby

Guests

Emma Windfeld Tribune, Amanda Winegardner, Benjamin Elgie
Call to Order 5:46 pm

Secretary General moved to nominate Daniel Simone as Chair.

Motion passed.

Council proceeded to announcements and nominations of several individuals in this Council meeting.

Helena from the Health and Wealth Committee said there are two positions to apply in this committee. Applications must be in by Thursday.

Council did a draw for the Appeals and Appointments board.

Two applications: B. Keith and D. Meadows.

Appeals board: Daniel Simone.

The Nomination of the Chief Returning Officer

C. Briggs gave a brief introduction of himself and his previous position in running the elections at Concordia.

L. Harvey said she had read in his statement that he was successful in achieving good voter turnout.

C. Briggs said that Facebook was part of the success. Online voting helped. The team of candidates was trained appropriately to stimulate people to go and vote. He will study how PGSS operates to make you want to vote.

External Affairs Officer asked C. Briggs what his plans are for this position in the long term and his plans to integrate people with PGSS culture.

C. Briggs said the nature of student unions is very transient, so there are problems. A rigid and easy-to-follow structure for elections can help ease the problems. In his previous position, there were clear and detailed procedures when he left. He would like to be here for more than a year. In the case of engaging people into the culture, he proposed to use PGSS as a network opportunity.

G. King asked if he read the bylaws, how he would render legal ambiguities and also asked him to speak to his experience in “hostility” in his statement.

C. Briggs said in his BA in Sociology, his specialization was in different minority groups. He gave an example of how his forms ensured that people who were third-gendered were included in everything. He has an academic understanding on how to be inclusive. In response to legal ambiguity, C. Briggs said he will base his decisions off of the constitution of the organization. In regards to “hostility”, he believes there is a judicial bar that looks over things.

Question called.

CRO approved.

Council adjourned at 6:21 pm.
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C13-05-#11
Council Minutes
Unapproved
May 1, 2013, 6:38 pm

Executives
Jonathan Mooney Secretary-General, Michael Krause Internal Affairs Officer,
Adam Bouchard Academic Affairs Officer, Elizabeth Cawley Member Services Officer, E.
Larson Financial Affairs Officer

Councillors
K. Siegel ADAMS CLUB, J. Baker AGSA, D. Sanader AHCS-GSA, C. Stone ALLCGS, D.
Leung BGSA, K. Hamelin BGSA, E. Pedersen BGSA, L. Van der Kraak BGSS, J. Ma,
BGSS, S. Caldwell BGSS, A. Olanrewaju BMESS, P. DeCorwin-Martin BMESS, L.
Bourdages CAOS, W. Farrell CEGSS, O. Bushuyev CGSS, A. Kazarine CGSS, H. Erythropel
CHEGSS, M. Dick CHEGSS, J. Tremblay CSGS, B.-J. Oakes Shared, X. Shi Cai Shared,
D. Mastroianni DDSS, J. Labrecque EBOSS, S. Rahmi EEGSS, Y. Feng EEGSS, G. Lord
EGSA-economics, K. Pinder EGSA-English, C. L. Conway EGSS, S. Shah EGSS, M.
Serrano EGSS, B. Huor EMGSS, C. Melendez EMGSS, S. Sahakian ESGSS, J. A. Purat
ESGSS, K. Charamba GLSA, B. Por GLSA, G. Sorrento GRSS, B. Dawe GSAN, P.
McCampbell GSAN, D. Meadows HGSS, M. Akpa HGSS, S. Mokhtar HGSS, J. Degeer
MAGSS, B. Keith GSAMS, A. Best GSAMS, P. Vanessa Guerra MCGSS, R. Krause
MCGSS, A. Ahmed MGSS, F. Siddiqui MGSS, M. Sesay MGAPSS, G. Dupuis MGAPS,
B. Schmidt MGAPS, Y. Bresler MGAPS, R. Michael Winters MGSS, A.-S. Pratte MGSSEAS,
M. McCallum MIGSA, S. Radjavi Shared, M. Bouchard MLISSA, F. Strohschein NGSA,
G. Boukhaled PGSA-Physiology, B. Rocque PGSA-Physiology, J. Tabaka PGSA-
Psychiatry, M. A. Xhignesse PPSMUA, R. Greydanus RSGS, N. Hyba SWAGS, W. J.
Edward Lee SWAGS, M. M. Chaineau Postdoctoral Studies, L. Harvey Postdoctoral
Studies, C. O’May Postdoctoral Studies.

Commissioners and non-voting members
Gretchen King Equity Commissioner, C. Briggs Chief Returning Officer

Regrets
Maxim Bastarache, Alyson Parker, Alina Geameana, Jamie Woods, Emily Yung, Vikrant
Bhosle

Gallery and Guests
Lucy Lu MCGSS President, Abigail Shapiro AHCS, Robert Smith AHCS, Cayley Sorochan
AHCS, Claire Girard AHCS, Francois Mouillot AHCS, Patrick Kobeck AHCS, Laurent Bastien
Corbeil The Daily, Andru Cernavsleis The McGill Tribune, Li Cornfeld AHCS, Paul Fontaine
AHCS, Saelan Twerdy AHCS.
Call to Order 6:38 pm

Secretary General moved to nominate Daniel Simone as Chair.

Motion passed.

1. Approval of the Agenda

Y. Bresler moved to change 8.1 to 5.1 for benefit of Board of Directors. G. Lord seconded.

Motion passed.

C L Conway moved to add the presentation of a GSA letter to the agenda. Acting Chair rejected motion as it was previously refused by the chair; however permitted its presentation during the Speakers’ Reports.

Member Services Officer moved to strike the motion to censure the External Affairs Officer; however as it had been previously removed by an executive motion it was redundant. Member Services Officer withdrew the request.

Agenda approved.

2. Speaker’s Report

Chair presented expectations.

3. Announcements

C L Conway and Mouillot from AHCS commenced presenting an open letter ratified by their GSA, among others. Chair reminded speakers that reading is prohibited. Speakers commenced summarizing letter which spoke of abuses of power at PGSS.

4. New Business

Secretary-General moved to extend speaking rights to the Board of Directors. Member Services Officer seconded.

Motion passed.

Financial Affairs Officer moved to go into close session. G. Lord seconded.

Motion passed.

Council entered into closed session.

Unknown member raised a point of person privilege – claiming Council had exceeded its time limit by 30 minutes. Said member moved to extend council by 30 minutes. Y. Bresler seconded.

Chair called to vote. Vote failed.

Council adjourned.
Post-Graduate Students’ Society of McGill University
3650 McTavish Street, Montreal, Quebec
C13-05-#11
Council Minutes
Approved
May 29, 2013, 6:39 pm

Executives

Jonathan Mooney Secretary-General, Erik Larson Financial Affairs Officer, Adam Bouchard Academic Affairs Officer, Elizabeth Cawley Member Services Officer, Navid khosravil Ashemi External Affairs Officer

Councillors


Commissioners and non-voting members
Helena Zakrzewski Health Commissioner

Gallery and Guests
Jacob Sagrans Equity Committee, Patrick Kobek ALLCGS
Call to Order 6:39 pm

D. Meadows and M. Akpa nominated B. Rocque to be speaker.

B. Rocque became Speaker.

1. Approval of the Agenda

   Agenda approved.

2. Speaker’s Report

   Cross talking is not allowed

   The Speaker asked that Council maintain a spirit of respect during the meeting.

   The Speaker allotted 2 minutes of speaking time for debate, 1 minute speaking time for asking a question.

   Jacob Sagrans from the Equity Committee was given speaking rights.

3. Announcements

   Financial Affairs Officer proposed 20 minutes to present the budget.

   Motion passed.

3.1. Draft Budget Presentation (Finance Officer)

   Financial Affairs Officer presented Year End Budget.

   Secretary General asked if we were to separate out the operations from the business, is the business breaking even?

   Finance officer said we are breaking even with +1% or -1% of our goal.

4. Approval of the Minutes

   A. Best moved. G. Boukhaled seconded.

   April meeting minutes were approved.

   Secretary General moved. B. Keith seconded.

   February meeting minutes were approved.

5. Business Arising from the Minutes and Standing Orders

   5.1. Motion R12-04-#088 • To accept recommendations of the Appointments Board (Appointments Board)
BIRT Council approves the nominations outlined in the report of the Appointments Board.

V. Somos asked if all positions are unopposed.

D. Meadows said that three of them were unopposed and one of them was opposed but they were advertised for the recommended amount of time on the website.

V. Somos in the December Council meeting, the Appointments Board said it would justify its decisions in choosing one person over another.

Academic Affairs Officer apologized for the oversight. For the Health Commissioner position, we had one person for the position and then two. Due to this, the Health Commissioner position was pushed back for late.

Motion passed.

6. Executive Reports

6.1. Academic Affairs Officer

We need to approve three people, two primaries and one alternate, to sit on the committee of the Dean of Education. If anyone interested in the position, approach him after Council.

6.2. Finance Officer

6.3. Secretary-General

If someone has a problem with a way that an officer’s conduct is, or how a decision is made, please ask during question period. Let’s use the democratic process for everyone to engage in debate.

There were people who breached the confidentiality of the closed session. This is serious because we should be able to divulge as frankly as possible in those sessions. He reinforced that Council can not break those rules.

6.4. Member Services Officer

7. Commissioner Reports

There were no Commissioner Reports because Council is in a transition period.

7.1. Environment Commissioner

7.2. Member Support Commissioner

7.3. Health Commissioner

8. Other Reports

8.1. Policy and Structure Advisory Committee

The policy to adopt in this report is gender parity on Board of Directors of PGSS.
Secretary General, upon motivation, said that at AGM, two members submitted a motion for gender parity. In the past, there has been a large representation of men. Women are still underrepresented this year. We looked at non-profit organizations out of PGSS that is effective in maintaining gender parity and developed a policy that is as follows: If there are vacancies on the Board and there aren’t two women on the Board already, we will try to find a female candidate so that at least two of those five appointed positions are filled by women. The policy also states that if we can’t find females with enough expertise, we will not be tied to the rule.

G. Lord congratulated PSAC for a well done job. He thinks that this strikes a good balance. He asked if this was for non-elected members and suggested that something in the preamble should indicate that this policy does not apply to already elected Directors.

Secretary General said that PSAC shouldn’t have an outcome on democratic elections so this rule would apply to appointed positions only.

Parliamentarian was given speaking rights.

He asked what about the Council Director?

Secretary General said that G. Lord is Council Director.

Motion passed.

8.2. Equity Committee

Jacob Sagrans, from the Equity Committee, said he was happy to field any questions. He said that the rationale is laid out pretty clearly in the statement. He thinks that the Equity Committee should be involved in the process that involves the idea of equity.

G Lord, speaking in debate, said this motion is putting Equity Committee into the role that belongs to the PSAC. It sounds like the equity committee is going to be involved in all procedures, even when it doesn’t have purview. He suggested a different wording as an amendment.

BIRT the Policy and Structural Advisory Committee be convened to develop with appropriate consultation of other PGSS committees policies and procedures taking into consideration the reports and recommendations issued by the BOD to the May 1st Council, the BOD March 1st statement, and the report on Conflict Resolution Processes commissioned by the BOD.

V. Somos, on the Equity Committee for the past two years, spoke against the amendment, saying that she didn’t understand why the equity committee can’t be part of PSAC procedures. She thinks that the PSAC is not well versed enough to decide when Equity committee should be involved.

G Lord said that not all changes that need to be made involve equity issues. We are mandating PSAC to have appropriate consultation with committees involved, which is what they are doing anyway, but we are stressing this in the amendment.

Amendment passed.

The Secretary General and Chair of PSAC, speaking in favor of the motion, said it doesn’t matter if this motion will pass; the equity committee will be involved.
Motion passed.

8.3. Governance Committee
Amendments to the SAM require two readings and they have to pass with 2/3 majority. This is the second reading.

5.1. Motion R12-02-#065 · Motion Regarding Duties of the Environment Committee
Motion passed.

5.3. Motion R12-02-#067 · Motion Regarding Duties of the Health Commissioner
Motion passed.

5.4. Motion R12-02-#068 · Motion to Remove Member Services Committee from Society Activities Manual
Motion passed.

8.4. Language Policy Committee
Member Services Officer, Chair of Language Policy Committee, said they were getting operating documents translated. Before they came up with a general policy, they changed specific bylaws regarding translation. One item to be added is the official language policy. They are bringing this to Council to obtain Council’s recommendations. Based on Council’s comments, they will go back to develop the policy. She noted that bylaws are things that have to happen while policies are more for discussion, and open to modification.

D. Meadows questioned the MSO, and asked what the costs are to changes being made.

Secretary General said currently the cost is $15,000 and he believes that it will be around the same with the changes.

9. Question Period

10. New Business

10.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
(Education Graduate Student Society (EGSS))

WHEREAS McGill University Library website states that the “McGill Library has become a 24-hour hub for student life, study, and group learning. More than 100,000 people use McGill's 13 libraries and special collections daily to conduct research, study, or collaborate on group projects” [1]. WHEREAS libraries are essential in educational institutions both to provide materials and resources to foster learning and the advancement of knowledge, and to provide a physical study space for students; WHEREAS PGSS Secretary-General Jonathan Mooney was quoted in the Montreal Gazette (April 16th, 2013) stating that, “For graduate students, the library is an essential service” [2]
WHEREAS on May 23rd, 2012, the PGSS Council passed a motion to donate approximately half a million dollars from the Library Improvement Fund (paid for by graduate students) to the university libraries [3];
WHEREAS the Student Society of McGill University (SSMU) collected $651,848 for the Library Improvement Fund in the Summer 2012 with approximately $77K donated to Education Library’s Improvement Project [4];
WHEREAS in a report dated April 12th, 2013, the CBC reported that McGill University is considering shutting down libraries at two of its faculties –Education and Life Sciences– in the face of a $1.8 million budget cut to the university library system [5];
WHEREAS the Education Graduate Student Society (EGSS) passed a motion on April 15th 2013 to immediately initiate and coordinate a campaign to prevent the closure of the Education Library [6];
WHEREAS on April 16, 2013 the Education Faculty Council passed 2 motions deploring the possibility of the closure or merger of the Education Library and committed to supporting all reasonable efforts to avoid this outcome and called for a townhall to take place.
WHEREAS the Education Undergraduate Society (EDUS) released a statement on April 17th, 2013 deploring the proposed closure/merger of the Education Library and Curriculum Resources Centre. [7]
WHEREAS the elimination of library services would negatively impact the ease of access to materials and resources by both undergraduate and graduate students;
WHEREAS the University should consult the student body in decisions that affect students directly;
WHEREAS the PGSS is mandated to work towards improving the quality and accessibility of post-graduate education at McGill[8];

BE IT RESOLVED THAT (BIRT) the PGSS Council enter into a committee of the whole for 10 minutes to discuss potential library closures;
BE IT FURTHER RESOLVED THAT (BIRFT) the PGSS members serving on various deliberative bodies within the University community advocate for increased consultation with students and communications regarding any proposed changes to library services;
BIRFT the PGSS seek active participation in discussions regarding changes to any forthcoming changes to university services in lieu of the cuts to the University’s budget;
BIRFT that PGSS support efforts to retain library services for students and to keep library spaces open and available for student use.

Speaker used her discretion to divide the question.

Council entered committee of the whole.

Council exited committee of whole.

J. Karpetz said the last resolution was categorical and lacked specificity. He is unclear to the effectual purpose it serves.

Academic Affairs Officer explained with an example like people helping students do researching and those who do shelving are the “services” in the last resolution.

Secretary General said that PGSS doesn’t want to see any libraries close. If there is anything that we can do to affect that, we will. We need to present a case of how it can be managed to prevent it from closing. In the conversation that he has had, it seems that we need to propose an alternative if we don’t want to go to that direction.
D. Meadows said we need to keep in mind that the $1.8 million dollars will be cut. She would rather that money go to access of online journals, at least in terms of the life science library, and not the physical space.

S. Shah, in response, said that Education students physically use the space though Life Science might not. She appreciates that when cuts are done, that PGSS at least support this motion.

Academic Affairs officer moved to postpone this motion to next meeting when there will be more information.

Motion passed.

10.2. Motion R12-04-#090 · Resignation of the Environment Commissioner
(Executive Committee)

BIRT Council ratify the resignation of the Environment Commissioner.

Secretary General, upon motivation, said the Environment Commissioner said that PGSS accept her resignation.

Motion passed.

10.3. Motion R12-04-#091 · Resignation of the External Affairs Officer
(Executive Committee)

BIRT Council ratify the resignation of the External Affairs Officer.

Secretary General motivated by saying that we received a letter from External Affairs Officer for resignation.

Motion passed.

10.4. Motion R12-05-#092 · Recognition of Friends of the Society
(Executive Committee)

BIRT Council approve the recognition of Friends of the Society as outline in Appendix A

Secretary General motivated by saying that this was a tradition that has fallen out over the past couple of years. Friends of Society are those who we recognize the people who went above and beyond in serving graduate students. Appendix A lists those people.

Academic Affairs Officer moved to amend to add name Scott Kushner, who worked on McGill Writing Center.

Amendment passed.

G. Lord asked what it means to be a Friend of Society, and how many “Friends” we can have.

Secretary General thought we can have certificates for these people to say thank you and recognize them to present at the next Council meeting.
The Health Commissioner, amended to have one more name added, Amanda Unruh, Health Promotions Coordinator.

Amendment passed.

Secretary General added Martine Desjardins, Yannick Gregoire, Cameron Monagle, and Leah Freeman.

G. Lord, on a point of debate, said that it would be nice if Council could know what these individuals have done to deserve the title of Friend of Society. He moved to table this to next meeting of Council so that Council can read a few lines of why these people have been added.

Secretary General spoke against motion, saying that this is the last meeting of the year. He offered to take a few minutes to go down the list to introduce what these people have done. Next time Council convenes, we can come to Council with a report.

V. Somos, in support the postponement, said that these names are chosen in an ad hoc fashion.

Member Services Officer, spoke in favour of postponement, because the Executive has some disagreements as to who to add to the list.

Motion passed.

Meeting adjourned 8:22 pm
McGill’s Budget Since Fiscal Year (FY) 2007 in Brief

Justin Marleau
Vice-President of AGSEM – Teaching Assistants
McGill’s Budget is Divided into Four Funds

• Operating Fund
  – Fund dealing with day-to-day operations, ‘unrestricted’ -> can be used for anything

• Restricted Fund
  – Fund dealing with day-to-day operations, research and other projects -> restricted

• Plant Fund
  – Capital assets of the university -> restricted

• Endowment Fund
  – The pool of money bequeathed to the university in donations and gifts -> some unrestricted, most restricted
Let Us Focus on The Operating Fund First

• Why?
  – CREPUQ uses it to justify the underfunding of the Quebec University system¹

• Will look at
  – Revenues over time
  – % of revenues to different activities over time

• Then look beyond operating revenues when comparing across universities
  – McGill compared to U of T
McGill’s Operational Revenues Have Increased over 30% since FY 2007

Note: FY 2011 is only 11 months, hence the ‘drop’ in revenues
McGill Has Received An Extra $398.7 Million Since FY 2007 (compared to FY 2007 baseline)

• Where has that money gone? Only a few possibilities
  – Academic Salaries
  – Administrative Salaries
  – Student Salaries
  – Student Aid
  – Benefits
  – Non-Salary Expenses (including interfund transfers used for capital purchases)
43% Has Gone to Administrative and Non-Salary Expenses

Percentage Captured by Expense from Operation Revenue increases since FY 2007-2012

Should we prioritize differently?
Comparing McGill and U of Toronto

• Is McGill underfunded compared to U of Toronto?

• To compare, we need to look at funding per full-time equivalent student
  – McGill in FY 2012\(^4\): 30607 FTEs
  – U of Toronto FY 2012\(^5\): 68088 FTEs
Based on Operating Revenues Alone, There is a Gap, But Not with Total Revenues

- Operating Revenues
  - U of Toronto: $1,892.9 million -> $27,800 per FTE
  - McGill: $709.8 million -> 23,190 per FTE

- Total Revenues
  - U of Toronto: $2,403.4 million -> $35,298 per FTE
  - McGill: $1,141.3 million -> $37,288 per FTE
Can’t Just Look at Operating Revenues to Determine Level of Funding

• Quebec likes to ‘restrict’ funds more than other provinces
  – They have to be used for specific purposes, which can still be quite broad.

• Quebec also gave much more research funding and capital grants compared to other provinces
  – These grants still fund students and education
Is McGill Underfunded?

- There is little evidence of that when you look at total revenues
- Even in operating revenues, McGill has been doing well in the last five years, though that looks to change with the PQ
References

References

• 3. See data tables for raw data used for the calculation. All derived from financial reports in reference 2.

• 4. p.5 of the FY 2012 report given to the Board of Governors. See reference 2.

## Data Tables

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All in $Millions
## Data Tables

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**BEGINNING OF YEAR**

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### Summary Jun 1-Jan 31 2013 (2)

#### PGSS Actual Report (2012/06/01-2013/01/31)

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<td>108</td>
<td>SUB-TOTAL</td>
<td>223,847</td>
<td>154,146</td>
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<tr>
<td>109</td>
<td>Printing &amp; Office Supplies</td>
<td>6,450</td>
<td>6,466</td>
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<tr>
<td>110</td>
<td>Equipment Purchase – Office</td>
<td>3,000</td>
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<tr>
<td>111</td>
<td>Equipment Repair &amp; Maintenance – Office</td>
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<td>223</td>
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<tr>
<td>112</td>
<td>IT Support &amp; Telecomm. Services</td>
<td>15,500</td>
<td>6,046</td>
</tr>
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<td>113</td>
<td>Insurance</td>
<td>11,000</td>
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<td>Cleaning</td>
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<td>27,396</td>
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<tr>
<td>115</td>
<td>Maintenance &amp; Upkeep</td>
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<td>3,648</td>
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<td>116</td>
<td>Rent</td>
<td>23,000</td>
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<tr>
<td>117</td>
<td>Utilities</td>
<td>-</td>
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<td>118</td>
<td>Special Projects</td>
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<td>119</td>
<td>CFS Court Case</td>
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<td>IT Projects</td>
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<td>121</td>
<td>SUB-TOTAL</td>
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#### TOTAL EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Actual (Total)</th>
<th>Actual (Motion Allocation)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>4,538,776</td>
<td>2,137,139</td>
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</table>
## Summary Jun 1-Jan 31 2013 (2)

<table>
<thead>
<tr>
<th>Ln #</th>
<th>Budget</th>
<th>Actual (Total)</th>
<th>Actual (Motion Allocation)</th>
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<td>BEGINNING OF YEAR</td>
<td>11,213,821</td>
<td>1,121,377</td>
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### FUND TRANSFERS & AMORTIZATION

<table>
<thead>
<tr>
<th>Ln #</th>
<th>Actual (Total)</th>
<th>Actual (Motion Allocation)</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>131</td>
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</tr>
<tr>
<td>132</td>
<td>Amortization</td>
<td></td>
</tr>
<tr>
<td>133</td>
<td>TOTAL TRANSFERS &amp; AMORTIZATION</td>
<td>11,187,775</td>
</tr>
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</table>

### SUMMARY INFORMATION

<table>
<thead>
<tr>
<th>Ln #</th>
<th>Beginning of year</th>
<th>Total revenue</th>
<th>Total expenses</th>
<th>Total transfers &amp; amortization</th>
<th>End of year (before Transfers and Amortization)</th>
<th>End of year</th>
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<tr>
<td>135</td>
<td>11,213,821</td>
<td>4,512,730</td>
<td>4,538,776</td>
<td>-</td>
<td>11,187,775</td>
<td>2,412,453</td>
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<tr>
<td>136</td>
<td>1,121,377</td>
<td>3,428,216</td>
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<td>-</td>
<td>11,187,775</td>
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<tr>
<td>141</td>
<td>Change in total cash</td>
<td>(26,046)</td>
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<td>Change in total assets</td>
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<td>148</td>
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</tbody>
</table>

### SHADING LEGEND

- Requires Council / EC approval
- BoD Purview
- For information purposes only
- Requires both Council / EC, and BoD approval
- Section totals
Reports to Council: February 13th, 2013

Executives
1. External
2. Internal
3. Academic Affairs
4. Member Services Officer
5. Secretary-General

Commissioners
1. Equity
2. Environment
3. Member Support
4. Health

Committees
1. Library Improvement Fund Committee
2. Appointments Board
3. Policy and Structure Advisory Committee
4. Steering
Executive Reports

1. Report of the External Affairs Officer

Hi everyone,

I’ve generally been disappointed that PGSS hasn’t been receiving English translations of FEUQ documents with sufficient time to prepare for meetings and the upcoming congress. Sometimes we receive translations only a couple of hours before a meeting, leaving the PGSS executive with little time to discuss the propositions that we would like to bring to the table. I realize that the FEUQ executive isn’t intentionally trying to neglect PGSS, but this issue has been ongoing throughout our term, and it limits the extent to which the PGSS executive can not only discuss these documents but also participate on an equal footing with the other FEUQ member associations. The PGSS Secretary-General and I have been trying to rectify this problem by meeting numerous times with several FEUQ executives and discussing potential solutions. We’ve decided to submit reasonable amendments to the FEUQ’s governing documents and hope to see positive changes throughout the semester.

Best,

Errol

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/01/2013</td>
<td>PGSS Winter student orientation</td>
<td>Welcome event for graduate students commencing studies at McGill in Winter 2013</td>
<td>N/A</td>
</tr>
<tr>
<td>10/01/2013</td>
<td>PGSS Council Steering Committee meeting</td>
<td>Prepared for PGSS Council meeting</td>
<td>N/A</td>
</tr>
<tr>
<td>11/01/2013</td>
<td>FEUQ phone follow-up calls with Cameron Monagle (Internal Affairs Coordinator) and Marc-Andre Legault (President CNCS-FEUQ)</td>
<td>Discussed FEUQ Special General Congress</td>
<td>Ongoing</td>
</tr>
<tr>
<td>11/01/2013</td>
<td>FEUQ Special General Congress</td>
<td>Discussed and approved document about the “Governance and university funding”</td>
<td>N/A</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td>Description</td>
<td>Status</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>14/01/2013</td>
<td>FEUQ phone follow-up call with Cameron Monagle</td>
<td>Discussed upcoming Board of Directors meeting, upcoming Special General Congress, and candidate for vacant FEUQ executive position</td>
<td>Ongoing</td>
</tr>
<tr>
<td>16/01/2013</td>
<td>PGSS Council meeting</td>
<td>Included motion that passed to publicize a statement of PGSS’ concerns with McGill’s protest protocol and to make aware and mobilize people for Jan. 23 demonstration</td>
<td>Before Jan. 23</td>
</tr>
<tr>
<td>18/01/2013</td>
<td>External Affairs Committee meeting</td>
<td>Discussed and approved document about the “accessibility and participation” theme of the Quebec Education Summit</td>
<td>February</td>
</tr>
<tr>
<td>21/01/2013</td>
<td>FEUQ Board of Directors meeting</td>
<td>Closed session</td>
<td>N/A</td>
</tr>
<tr>
<td>22/01/2013</td>
<td>Phone meeting with lawyer</td>
<td>Obtained legal advice regarding PGSS protocol statement</td>
<td>N/A</td>
</tr>
<tr>
<td>22/01/2013</td>
<td>FEUQ phone follow-up with Cameron Monagle and Marc-Andre Legault</td>
<td>Discussed legal implications of McGill protest protocol and arranged to meet with Leonard Leprince, candidate for Coordinator of Student Affairs, a vacant FEUQ executive position</td>
<td>Ongoing</td>
</tr>
<tr>
<td>23/01/2013</td>
<td>Protest the Protocol Regarding Protests, Demonstrations and Occupations on McGill University Campuses</td>
<td>Supported and attend the protest that AGSEM, MUNACA, and AMUSE organized</td>
<td>N/A</td>
</tr>
<tr>
<td>23/01/2013</td>
<td>FEUQ meeting with Leonard Leprince</td>
<td>Discussed candidacy for vacant FEUQ executive position</td>
<td>N/A</td>
</tr>
<tr>
<td>24/01/2013</td>
<td>FEUQ phone follow-up with Marc-Andre Legault</td>
<td>Discussed FEUQ Special General Congress and addressed issues regarding English translation of documents</td>
<td>N/A</td>
</tr>
<tr>
<td>24/01/2013</td>
<td>FEUQ Special General Congress</td>
<td>Discussed and approved document “The contribution of institutions and research to the development of all Quebec” theme of the Quebec Education Summit to be held in Rimouski, QC (January 31 and February 1, 2013) and voted in by-election of Leonard Leprince</td>
<td>N/A</td>
</tr>
<tr>
<td>28/01/2013</td>
<td>PGSS Executive Committee meeting</td>
<td>Submitted motions regarding cuts to Arts classes, McGill’s motion to limit Access to Information (ATI) requests, and</td>
<td>N/A</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Details</td>
<td>Status</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>29/01/2013</td>
<td>FEUQ phone follow-up with Marc-Andre Legault and Cameron Monagle</td>
<td>Discussed PGSS exec motion regarding Quebec Education Summit; invited FEUQ to February PGSS council; discussed February FEUQ congress (available documents, procedure for amending bylaws and adding items to the agenda)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>29/01/2013</td>
<td>PGSS Environment Committee meeting</td>
<td>Attended presentation about divestment.</td>
<td>N/A</td>
</tr>
<tr>
<td>03/02/2013</td>
<td>FEUQ phone follow-up with Cameron Monagle</td>
<td>Follow up for upcoming FEUQ congress</td>
<td>Week of 02/04/2013</td>
</tr>
<tr>
<td>04/02/2013</td>
<td>FEUQ phone follow-up with Leah Freedman (Vice-President, FEUQ-CNCS)</td>
<td>Discussed translation delays regarding documents for FEUQ congress</td>
<td>Week of 02/04/2013</td>
</tr>
<tr>
<td>05/02/2013</td>
<td>PGSS Executive meeting with Heather Munroe-Blum, Morton Mendelson, and Martin Kreiswirth</td>
<td>Discussed recent Quebec university budget cuts, future McGill cuts, and the Quebec education summit</td>
<td>N/A</td>
</tr>
<tr>
<td>05/02/2013</td>
<td>FEUQ meeting with Leah Freeman and phone follow-up</td>
<td>Discussed partnerships research and missing translation of documents in preparation for the FEUQ congress</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Further information**


**Upcoming events and activities**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>PGSS Steering Committee meeting</td>
<td>07/02/2013</td>
</tr>
<tr>
<td>FEUQ Congress, UQAM</td>
<td>09/02/2013 to 10/02/2013</td>
</tr>
<tr>
<td>PGSS External Affairs Committee meeting</td>
<td>11/02/2013</td>
</tr>
<tr>
<td>PGSS Council meeting</td>
<td>13/02/2013</td>
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</table>

**Recommendations**

<table>
<thead>
<tr>
<th>Mandate the FEUQ to make the cuts to higher education a central topic of</th>
<th>Action</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add to agenda of upcoming FEUQ congress (Feb. 9-10)</td>
<td>Early February</td>
<td></td>
</tr>
</tbody>
</table>
Post-Graduate Students’ Society of McGill University  
3650 McTavish Street, Montreal, Quebec  
Office of the Speaker  
Nida Nizam  
Executive, Commissioner, Committee Reports: February 13th, 2013

Discussion at the upcoming education summit and to walk out of the summit in the event that the government refuses to engage in substantive discussion with students regarding the funding cuts

Call the FEUQ to account for the positions they will present at the education summit at the February meeting of the PGSS council

Call on McGill University to withdraw clauses of the motion filed to the Commission d’accès à l’information regarding its request for the right to peremptorily dismiss ATI requests as well as acknowledge that any McGill student shouldn’t be prohibited from submitting ATIs based on previous requests from other students

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>14/01/2013</td>
<td>The McGill Tribune</td>
<td>Article about the McGill Education Summit: <a href="http://mcgilltribune.com/pgss-hosts-education-summit-to-prepare-for-pq-summit/">http://mcgilltribune.com/pgss-hosts-education-summit-to-prepare-for-pq-summit/</a></td>
<td>N/A</td>
</tr>
<tr>
<td>17/01/2013</td>
<td>The McGill Daily</td>
<td>Article about Quebec government budget cuts: <a href="http://www.mcgilldaily.com/2013/01/campus-groups-organize-against-provincial-budget-cuts/">http://www.mcgilldaily.com/2013/01/campus-groups-organize-against-provincial-budget-cuts/</a></td>
<td>N/A</td>
</tr>
<tr>
<td>30/01/2013</td>
<td>Interview with the McGill Daily</td>
<td>Response to McGill University’s motion regarding ATI requests and article: <a href="http://www.mcgilldaily.com/2013/01/pgss-condemns-mcgills-intention-to-limit-access-to-information/">http://www.mcgilldaily.com/2013/01/pgss-condemns-mcgills-intention-to-limit-access-to-information/</a></td>
<td>N/A</td>
</tr>
</tbody>
</table>

Further information

The PGSS has created an official PGSS mobilization listserv for members who would like information about campaigns, political events, external issues, etc. relevant to the PGSS. To add yourself to the list,

1. Email listserv@lists.mcgill.ca. No subject line is necessary.
2. In the body of your message, please supply your full name, as in "SUBSCRIBE PGSS_MOBILIZATION Joe H. Smith". Alternatively, if you want to subscribe anonymously, write, "SUBSCRIBE PGSS_MOBILIZATION Anonymous".
Alternatively, you may email me to add you: external.pgss@mail.mcgill.ca.

### Upcoming events and activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
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### Recommendations

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<tr>
<th>N/A</th>
<th>N/A</th>
<th>Follow up</th>
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</table>

### Campaigns

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow up</th>
</tr>
</thead>
<tbody>
<tr>
<td>29/01/2013</td>
<td>FEUQ phone follow-up with Marc-Andre Legault</td>
<td>Discussed FEUQ’s positions regarding university-industry partnerships campaign</td>
<td>Early February</td>
</tr>
<tr>
<td>30/01/2013</td>
<td>Meeting with Conor Farrell (PGSS Researcher)</td>
<td>Discussed research industry-university partnership project updates as well as ancillary fees and tuition fee research</td>
<td>Early February</td>
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</tbody>
</table>

### Further information

<table>
<thead>
<tr>
<th>N/A</th>
<th>N/A</th>
<th>N/A</th>
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</table>

### Upcoming events and activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>Submit research to External Affairs Committee and discuss with Executive Committee</td>
</tr>
</tbody>
</table>

| Develop policy on ancillary fees | Submit research to External Affairs Committee and discuss with Executive Committee | Early Winter 2013 |
| Review tuition fees policy      | Submit research to External Affairs Committee and discuss with Executive Committee | Early Winter 2013 |
| Complete research report on university-industry research partnerships | Submit research to External Affairs Committee | Early Winter 2013 |
2. Report of the Internal Affairs Officer

Meetings since the last council report:
- January 15: Trivia Night
- January 16: Meeting with PACE representative
- January 28: Executive Meeting
- January 31: Meeting with Student Life Coordinator
- February 2: Ottawa Trip
- February 4: Thomson House Decoration Meeting
- February 6: IAC meeting

Meetings between report deadline and council:
- February 7: Chinese New Year Celebration
- February 12: (Tent.) Speed Dating
- TBD: Meeting with MSO about Grants

Trivia Night
This Trivia Night we got inspiration by the then starting Idle No More movement and had a round about Canada and Aboriginal People. The round was very well received by the audience and once again our mission of entertaining while educating was achieved. In addition I would like to point out that we had 128 participants, which to my knowledge is a record so far. My idea for the future is to advertise for people to suggest their own rounds and host them, an idea which has been suggested to me several times.

Diversification of Events
I met with Alex Megelas to discuss potential collaborations between PACE and the PGSS in order to diversify our events portfolio. PACE hosts different food appreciation events and one idea was to host some sort of food event together at Thomson House. This will be one topic of discussion at the next IAC meeting.

The Chinese New Year’s Celebration in Thomson House is being planned and executed in collaboration between the PGSS and the Chinese Graduate Student Association. We have decorated the basement and to certain degree the main floor. We are going to have a live performances, calligraphy, food, and games. We hope to get many participants from different backgrounds to celebrate together. Also we hope to attract more people to Thomson House and promote it as a venue.

If anyone has a concrete idea for an event or would like to collaborate on an event that could diversify our event portfolio, please let me know.
Grants Program
I have been asked by the executive to take on the grants program while there is no Financial Affairs Officer. I will still have to meet with the MSO to go over procedures and precedence. We will have to see how and when the new FAO can take over this responsibility, but this will depend on how the new executive will cope with the backlogged workload.

Snow Shoeing
We had to cancel the snow-shoeing because at the day of the excursion the conditions were too icy and dangerous.

Ubriety and Newswire
We still had some problems with the Newswire submission form and I have informed Ubriety.
3. Report of the Academic Affairs Officer

Activities occurring:
January 10th through February 6th 2013.

January 10th – Library Improvement Fee Committee
January 11th – Meeting with Researcher for Athletics Finance Committee Meeting
January 15th – Athletics Finance Committee Meeting
January 16th – Council
January 23rd – MAUT Pre-Senate
January 23rd – Senate
January 25th – Meeting with Drew Love
January 28th – Principal’s Working Group on the Student Code
January 28th – McGill Athletics and Recreation Advisory Board
January 28th – Library Improvement Fund Committee
January 28th – Executive Meeting
January 29th – Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law
January 30th – Meeting with Society Affairs Manager
January 31st – Forum with Morton Mendelson

February 4th – Meeting with Martin Kreiswirth
February 5th – Senate Nominating
February 5th – Meeting with the Principal
February 5th – Policy and Structure Advisory Committee
February 5th – Appointments Board
February 6th – Meeting with Morton Mendelson

Announcements and Updates

Committees to be Filled
We have been actively campaigning for a person to sit on the Committee for the Appointment or Re-Appointment of the Dean of Continuing Education. If you are interested in participating in the selection of a dean then you should submit a nomination form ASAP.

We are also looking for a representative for the committee examining Integrated Education for Sustainability. Please contact Maria Mazzotta (maria.mazzotta@mcgill.ca) for more information.

AGM Motions
The survey concerning University Administrators has been accomplished. The results are below:

The question posed for each of the following positions was:
“Do you approve of the manner in which the following office has been executed over the past year?”

<table>
<thead>
<tr>
<th>Dates: December 13 2012 – February 5 2013</th>
<th>Yes</th>
<th>No</th>
<th>No Opinion</th>
<th>Total:</th>
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<tbody>
<tr>
<td>Principal and Vice-Chancellor</td>
<td>11</td>
<td>14</td>
<td>3</td>
<td>28</td>
</tr>
<tr>
<td>Provost</td>
<td>9</td>
<td>15</td>
<td>4</td>
<td>28</td>
</tr>
<tr>
<td>Vice Principal Administration and Finance</td>
<td>8</td>
<td>12</td>
<td>7</td>
<td>27</td>
</tr>
<tr>
<td>Vice Principal Research and International Relations</td>
<td>11</td>
<td>10</td>
<td>7</td>
<td>28</td>
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<tr>
<td>Deputy Provost Student Life and Learning</td>
<td>9</td>
<td>14</td>
<td>4</td>
<td>27</td>
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</tbody>
</table>

Adam Bouchard
Academic Affairs Officer.
academic.pgss@mail.mcgill.ca
4. Report of the Member Services Officer

The PGSS has continued to advocate for the best interests of its members at all levels of the University. This has been a particularly interesting month given the significant budget cuts faced by our institution, and it has been made clear to the PGSS Executive that, given the enormity of the cuts to be made, “no option is off the table”. As your Member Services Officer, I continue to work with the SSMU and advocate maintaining the integrity of service offered by each unit of Student Services and highlight the importance of these services for the health, wellness and success of the entire study body.

**In previous reports I have attempted to list all meetings and communication. However, given the large number of meetings I am limiting my report to those that I believe would be the most interesting and relevant to Council. If there are any questions or concerns please feel free to contact me at membership.pgss@mail.mcgill.ca**

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/01/2013</td>
<td>Sustainability coordinator</td>
<td>Meeting to discuss sustainability priorities and presentation to PGSS Council</td>
<td></td>
</tr>
<tr>
<td>24/01/2013</td>
<td>SSMU and PGSS Daycare meeting</td>
<td>Meeting to explore the possibility of a joint SSMU-PGSS daycare project.</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
| 24/01/2013 | PGSS members and staff, post doc representatives, McGill employees from enrollment and the international student office | Meeting to discuss issues pertaining to post doc insurance delivery. Addressing questions brought forward by post docs and McGill about services. Compiling a list of questions to be discussed with ASEQ. | 1. Meeting with ASEQ to discuss concerns.  
2. Get APF to design communication strategy  
3. Clarify post doc insurance information at University level. |
| 24/01/2013 | Health and Wellness Expo                     | Event put on by PGSS Health and Wellness Committee                                          |                                                                           |
| 28/01/2013 | Meeting with Equity Commissioner             | Discussion of SEDE and January Council motion.                                             |                                                                           |
| 28/01/2013 | Committee on Student Services                | University Senate-sub committee on student services                                        | Ongoing discuss with Deputy Provost and other student members.  
Next CSS meeting scheduled for Feb |
<table>
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<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>28/01/2013</td>
<td>Exec Meeting</td>
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<tr>
<td></td>
<td>Presentation of sustainability project priorities. Discussion of education summit.</td>
</tr>
<tr>
<td></td>
<td>Referendum questions etc.</td>
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<tr>
<td></td>
<td>Due to the flood we were trapped on Lower campus – no Exec’s were harmed during the</td>
</tr>
<tr>
<td></td>
<td>flood and we all huddled together discussing policy until they let us return to our</td>
</tr>
<tr>
<td></td>
<td>natural habitat (Thomson House). 😊</td>
</tr>
<tr>
<td>30/01/2013</td>
<td>Meeting with Professor Kreiswirth</td>
</tr>
<tr>
<td>31/01/2013</td>
<td>Advisory Committee on International Students</td>
</tr>
<tr>
<td></td>
<td>Discussion of International Student issues and upcoming events/outreach.</td>
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<td></td>
<td>Follow up on insurance is ongoing and the next Advisory Board meeting is due this</td>
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<td></td>
<td>Spring.</td>
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<tr>
<td>01/02/2013</td>
<td>Meeting with McGill QI team with SSMU rep (University Affairs)</td>
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<tr>
<td></td>
<td>Discussion of the Quartier Innovation. SSMU and I continued to advocate for greater</td>
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<td></td>
<td>student involvement and discussed their proposal for a student committee.</td>
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<tr>
<td></td>
<td>Feb 7th, 2013 – follow up with SSMU UA</td>
</tr>
<tr>
<td>04/02/2013</td>
<td>PGSS &amp; SSMU Committee on Student Services Reps</td>
</tr>
<tr>
<td></td>
<td>Meeting to discuss the Student Services budget.</td>
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<tr>
<td></td>
<td>Ongoing throughout Feb.</td>
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<tr>
<td>04/02/2013</td>
<td>SSMU, Manager, Student Services Finance and Systems</td>
</tr>
<tr>
<td></td>
<td>Meeting to discuss Student Services budget</td>
</tr>
<tr>
<td>04/02/2013</td>
<td>Healthy Living Campaign Brainstorming session</td>
</tr>
<tr>
<td></td>
<td>Meeting with members of Student Services, SSMU to discuss a healthy living campaign</td>
</tr>
<tr>
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<td>project (proactive health initiatives throughout the year).</td>
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<tr>
<td>04/02/2013</td>
<td>Meeting with Prof. Kreiswirth</td>
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<td></td>
<td>Follow up on joint projects, particular emphasis on post doc issues</td>
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<td></td>
<td>Ongoing</td>
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<tr>
<td>05/02/2013</td>
<td>DPSLL Advisory Board Meeting</td>
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<tr>
<td>05/02/2013</td>
<td>Meeting with Principal (HMB)</td>
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<tr>
<td></td>
<td>Discussed Education Summit, budget cuts, student services and ongoing projects.</td>
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<tr>
<td>06/02/2013</td>
<td>Meeting with DP SLL (Prof. Mendelson)</td>
</tr>
<tr>
<td></td>
<td>Discussed budget, referendum questions, and post doc issues.</td>
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</tbody>
</table>
Meeting with Committee on Student Services student members
Discussion on Student Services budget and referendum
Ongoing through Feb

06/02/2013

06/02/2013

07/02/2013

Meeting with SSMU University Affairs
Follow up on ongoing projects – in particular daycare and QI

Further information

QI Project: In response to the student feedback, a student committee for consultation on the QI project has been proposed and students have been provided with 2 seats on the QI steering committee. Both the SSMU UA and myself are very pleased with this proposal from the University and we are eager to get students involved in the consultation process.

Post Doctoral Fellows: Much work has been done with post doctoral fellows this month and we are working with Prof Kreiswirth and the APF to identify who at the University will oversee issues related to post docs. We are also focused on enhancing communication channel with all stakeholders (including University and external bodies). We held a very successful meeting on insurance and have a clearer plan to address the many issues post docs have faced.

Sustainability: The sustainability coordinator presented a proposal for tasks to complete for the remainder of the semester, which was approved by the Executive. This sustainability project is moving along and observable changes can be seen around Thomson House (composting has begun and recycling bins are available on all floors). The building audit is close to completion and we are awaiting those results.

Insurance: a number of issues have been raised since our transition to Desjardins this year and are being worked out with ASEQ. In addition, discussion of post docs and international student insurance has been ongoing with our broker as well as with the University.

Translation: Consultation on the PGSS translation policy is underway and a committee has been struck. However, only one member has been placed on the committee, so work has been suspended until there is sufficient membership for proper consultation.

As always, if you have any questions or concerns please feel free to email me at membership.pgss@mail.mcgill.ca
5. Report of the Secretary-General

The PGSS has been very active in preliminary discussions regarding the implications of funding cuts on postgraduate students. We have also moved aggressively to ensure that self-funded university units (athletics, student services) are actively budgeting to ensure the critical priorities of postgraduate students are recognized. The PGSS is working with the FEUQ to pursue some bylaw reforms within the FEUQ and to call on the FEUQ to more actively denounce funding cuts that will have devastating effects on Quebec universities.

Finally, I have a very exciting announcement for the PGSS:

After many years of considering the matter, the PGSS plans to hold a poll of members that the PGSS become accredited as the legally recognized representatives of postgraduate students at McGill. It may seem strange that PGSS is not so recognized; in fact, the only reason PGSS is currently able to represent postgraduate students is because the McGill administration chooses to recognize us as such, though they are under no obligation to do so. Accreditation would give PGSS legal recognition from the Ministry of Education, guarantee PGSS the right to choose postgraduate student representatives to McGill councils and committees, specify that PGSS members have the right to set and change the PGSS fee exclusively via referendum or general meeting, and ensure the PGSS fee is collected each term by the university.

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
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</thead>
<tbody>
<tr>
<td>1/14</td>
<td>Council of Graduate and Postdoctoral Studies</td>
<td>Discussed proposed increase in graduate application fee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/15</td>
<td>Senate Steering</td>
<td>Chose student-professor relationships as topic for open discussion at Senate; advised Principal to announce withdrawal of protocol on demonstrations etc. and replacement with statement of principles prior to Senate</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/16</td>
<td>David Morris, Sustainability Projects Fund review</td>
<td>Discussed concerns and benefits to various SPF projects</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/16</td>
<td>MCSS President Kerry Blake-Savery, MCSS VP Finance Nicolas Chatel-Launay, MCGSS President Lucy Lu</td>
<td>Discussed final changes to proposed MOA between PGSS and MCSS</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/18</td>
<td>Diane Koen, Associate Director, Planning and</td>
<td>Discussed PGSS library improvements fund</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Date</td>
<td>Committee/Group</td>
<td>Discussion</td>
<td>Status</td>
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<tr>
<td>1/22</td>
<td>Family Care Committee</td>
<td>Discussed Daycare application; status of financial aid agreement</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/22</td>
<td>Yanick Grégoire, FEUQ, Vice-président exécutif de la FEUQ</td>
<td>Discussed cuts to funding, underfunding, FEUQ bylaw changes, accreditation</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/23</td>
<td>Kip Cobbett, Chair of McGill Board of Governors, Stephen Strople, McGill Secretary-General, Josh Redel, SSMU President</td>
<td>Discussed upcoming forum for students and members of the Board of Governors</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/23</td>
<td>McGill Senate</td>
<td>Discussed assessment policy, ombudsperson report, online courses</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/23</td>
<td>Council on Graduate and Postdoctoral Studies</td>
<td>Discussed upcoming supervision survey</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/29</td>
<td>McGill Board of Governors</td>
<td>Engaging discussion</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/31</td>
<td>Morton Mendelson, Deputy Provost (Student Life and Learning)</td>
<td>Discussed funding cuts and implications on students</td>
<td>Ongoing</td>
</tr>
<tr>
<td>1/31</td>
<td>Morton Mendelson, Deputy Provost (Student Life and Learning)</td>
<td>Discussed funding cuts and implications on students</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/4</td>
<td>Montréal, métropole universitaire</td>
<td>Listened to discussions regarding the future of higher education</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/4</td>
<td>Martin Kreiswirth, Dean of Graduate Studies</td>
<td>Discussed funding cuts’ implications for graduate students; improving integration of postdocs at McGill</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/5</td>
<td>Heather Munroe-Blum, Principal, Morton Mendelson, Deputy Provost (Student Life and Learning), Martin Kreiswirth, Dean of</td>
<td>Discussed upcoming education summit and areas of common interest as well as disagreement between the McGill administration and the PGSS; discussed funding cuts and postgraduate student priorities</td>
<td>Ongoing</td>
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</table>
Graduate Studies

<table>
<thead>
<tr>
<th>Date</th>
<th>Name(s)</th>
<th>Activity/Event/Description</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/6</td>
<td>Morton Mendelson, Deputy Provost (Student Life and Learning)</td>
<td>Discussed referendum questions; need to align athletics budgeting priorities with postgraduate student services priorities</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/6</td>
<td>Allison Cooper and George Azmy, SSMU representatives to Committee on Student Services</td>
<td>Discussed overhead charge to students services, PGSS-SSMU response to funding increase request, priorities in terms of services offered</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/7</td>
<td>McGill Board of Governors Nominating, Governance, and Ethics committee</td>
<td>Discussed changes to the term start/end date for student representatives to the Board; CAMSR petition and terms of reference; improving Board engagement via additional retreats; themes and style of such retreats</td>
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</table>

Further information

<table>
<thead>
<tr>
<th>Upcoming events and activities</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Supervision survey results debrief</td>
<td>4/11</td>
</tr>
<tr>
<td>Board of Governors meeting with students</td>
<td>4/11</td>
</tr>
<tr>
<td>Board of Governors</td>
<td>4/12</td>
</tr>
<tr>
<td>Senate</td>
<td>4/19</td>
</tr>
<tr>
<td>Recommendations</td>
<td>Action</td>
</tr>
<tr>
<td>Recommendations</td>
<td>Action</td>
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The Executive Committee is working to prepare for the upcoming education summit and responding to the funding cuts at McGill.

Executive Committee

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/28</td>
<td>Executive Committee</td>
<td>Discussed ATI request, cuts to small courses in Faculty of Arts, Policy Statement regarding education summit, Accreditation</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

Further information

Upcoming events and activities | Date
The Policy and Structure Advisory Committee is bringing a set of bylaw changes forward to council regarding council seat apportionment in response to a motion referred to it by council.

### Governing documents

<table>
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<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow up</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/5</td>
<td>Policy and Structure Advisory Committee</td>
<td>Recommended changes to council seat apportionment</td>
<td>4/13 (Council)</td>
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### Further information

### Upcoming events and activities

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<th>Date</th>
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<td>Council</td>
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### Recommendations

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Commissioner Reports

1. Report of the Equity Commissioner

Draft prepared by Gretchen King and reviewed by the Equity Committee

Meetings: SSMU Equity Commissioners, 2110 Centre for Gender Advocacy, Member Services Officer, Secretary-General, and monthly Equity Committee Meeting (January, 31, 2013).

Completed tasks

- Met with Chair, SSMU Equity Commissioners, and the 2110 Centre regarding mood at council and creating a safer space during meetings, hoping to book a mood watchers training in the next month and organize a mood watcher for the PGSS AGM;
- We completed an Equity and Accessibility Checklist for a Social Sustainability Audit of Thomson House. EqC member Veronica Somos completed the audit and drafted a thorough report, topics include equity, diversity, interconnectedness, quality of life, and democracy and governance. See the full report below;

Work in progress

- We are participating on an ad-hoc committee struck by the Joint Senate-Board Subcommittee on Equity to establish an university-wide equity statement (ie. not policy), first meeting in February, and also a committee to select the winners of the first Equity Awards at McGill. The Equity Award website is up and call is out, nominations due March: http://www.mcgill.ca/equity-community-award/;
- After speaking with the Equity Committee, Members Services Officer, and Secretary General about last Council’s debate concerning the SEDE motion, I have confirmed the debate and vote against the motion presented by the EqC was not against the mandate of SEDE. Thus, we are composing a letter of support for the Office of Social Equity and Diversity Education (SEDE) to present to the Executive Committee for this possible joint signature with EqC or not;
- We are revising the Equity Experiences Survey, updating the PGSS policy on Equity and Diversity, and working to build accountability into the equity complaint procedures (ie more info regarding the potential outcomes).
- Preparing revisions for the PGSS Policy on Equity and Diversity;
- Booking a presentation for the SSMU and PGSS Equity Committees on a “History of McGill told through Struggle,” which includes a fabulous powerpoint;

Thank you for reading this report. Any questions or comments can be sent to equity.pgss@mail.mcgill.ca.
Social Sustainability Report prepared by EqC member Veronica Somos

Some Definitions:


Social sustainability is: a life-enhancing condition within communities, and a process within communities that can achieve that condition.


Social sustainability occurs when the formal and informal processes, systems, structures and relationships actively support the capacity of current and future generations to create healthy and liveable communities. Socially sustainable communities are equitable, diverse, connected and democratic and provide a good quality of life.


Social sustainability is given if work within a society and the related institutional arrangements satisfy an extended set of human needs [and] are shaped in a way that nature and its reproductive capabilities are preserved over a long period of time and the normative claims of social justice, human dignity and participation are fulfilled.
5 Principles of Social Sustainability:

1. Equity — the community provides equitable opportunities and outcomes for all its members, particularly the poorest and most vulnerable members. While equity is listed as a separate principle, it is such a fundamental component that it is really an artificial separation. Equity in fact operates like a filter through which all other principles are viewed. For example, while quality of life includes people’s sense of connection with nature, this needs to be understood in terms of the extent to which all people have access to a positive environment.

2. Diversity — the community promotes and encourages diversity.

3. Quality of life — the community ensures that basic needs are met and fosters a good quality of life for all members at the individual, group and community level.

4. Interconnectedness — the community provides processes, systems and structures that promote connectedness within and outside the community at the formal, informal and institutional level.

5. Democracy and governance — the community provides democratic processes and open and accountable governance structures.

Note: These principles are interrelated and the following categories of social sustainability evaluation may apply more than of the principles.
1. Equity: the community provides equitable opportunities and outcomes for all its members, particularly the poorest and most vulnerable. While equity is listed as a separate principle, it is such a fundamental component that it cannot really be separated from the other principles. Equity is a filter through which all other principles are viewed. For example, while quality of life includes people’s sense of connection with nature, this needs to be understood in terms of the extent to which all people have access to a positive environment.

Equity includes equal opportunity, human rights and overcoming disadvantage.

**Equity**

The STARS report addresses the equity component of social sustainability in the following categories:

- Diversity and Equity Coordination: STARS report p. 16-18
- Support Programs for Underrepresented Groups: STARS report p. 19
- Affordability and Access Programs: STARS report p. 20-21
- Student Training Opportunities: STARS report p. 21-22

Comments and Recommendations:

The STARS criteria for sustainability integrate a comprehensive equity component. Two areas that the STARS framework overlooks, however, are Building Accessibility and Event Accessibility.

**Building Accessibility**

The PGSS Equity Committee has drafted an accessibility checklist for Thomson House (page 6-7). An informal consideration of this checklist shows that Thomson House falls short on many of the checklist items. For example, elevator access is problematic and poorly indicated.

According to Gordon Dionne, an Advisor at the Office for Students with Disabilities, there was a study of building accessibility on McGill campuses completed in 2008. Thomson House was not included in this study. Mr. Dionne is aware of some accessibility issues at Thomson House. Mr. Dionne has offered to carry out a preliminary assessment of building access at Thomson House.

Recommendations:

The PGSS should plan a preliminary building accessibility audit overseen by the Office for Students with Disabilities. The OSD representative will be able to provide professional insight into the details of the Equity Committee’s accessibility checklist and recommendations for the areas in which Thomson House falls short. The OSD representative may suggest additional considerations for accessibility at Thomson House that are beyond the scope of the Equity Committee’s accessibility checklist. The OSD representative’s recommendations will guide the Sustainable Thomson House project in an area that is not
included in the STARS criteria. An assessment in collaboration with OSD would be a first step toward having Thomson House included in the future discussions on the allotment of the building accessibility budget of OSD.

If funding is not available to make recommended changes for building accessibility at Thomson House, PGSS should seek interim measures to ensure maximum accessibility until funding can be obtained. Allowing priority booking of the most accessible rooms for events that require them, and providing information about accessible alternatives on campus are examples of such interim measures.

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<th>Event Accessibility</th>
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The PGSS Society Operations Manual includes statements on event accessibility:

Chapter 14: Equity

1. The PGSS shall endeavour to make its event accessible to members with disabilities, and to members with families.

... 3. The PGSS shall promote the aforementioned equity guidelines to groups to which it disburses funds for the purpose of planning events. (p. 40)

The PGSS/GPS Grants Application Form, the primary means of gaining funding from PGSS for an event, includes some accessibility queries:

- Is your event open to all PGSS members?
- Is your event open to the general public?
- Does your event take place on one of McGill’s campuses?

Recommendations:

As mentioned in the STARS report, the statement in favour of accessibility in the PGSS Society Operations Manual (14.1) should be broadened to include accessibility for all underrepresented groups such as persons from racial, religious and linguistic minorities, women, and persons from the LGBT community.

PGSS does not adhere to any formal methodology for ensuring the broad accessibility of events at Thomson House and of events funded by PGSS.

The PGSS/GPS Grants Application Form should include more comprehensive and more specific queries about event accessibility. Questions such as “What have you done to make this event more accessible?” and “Will you provide childcare during your event?” are essential. The responses to these questions should carry significant weight in the Grants Review Committee’s funding decisions.
PGSS members would benefit from user-friendly information about event accessibility. McGill’s SEDE office has provided numerous resources to the PGSS Equity Committee, which include information about accessible scheduling, dietary and religious accommodations, cultural accessibility, and avoiding heteronormativity and sexism in event planning, among other considerations. Using these resources, PGSS should develop a context-specific event accessibility checklist that would be made available to all members via the PGSS website and referred to in the Grants Application Form.
Thomson House Accessibility Checklist
(Draft prepared by Equity Committee Nov 2012)

Thomson House Set Up
- Do you have all necessary ramps and handrails in place?
- Is TH well lit everywhere including hallways and stairways, inside and outside?
- Is the TH free of clutter that may impede mobility?
- Is the venue for conference/general meeting/fundraiser/community event accessible?
- Water is provided at the bar of TH, is there any water low enough for someone to self-serve from a wheelchair?
- Are loose carpets and wires taped down to avoid tripping people?
- Do you avoid rearranging office furniture to make it easier for people to memorize the layout and navigate?
- Does TH accommodate service animals, how is this advertised?
- Signage: Is there a sign indicating TH is a breast-feeding friendly space (http://www.breastfeedingsymbol.org) or a Safer Spaces poster (http://www.mcgill.ca/equity_diversity/our-programs-and-projects/safer-spaces);
- ELEVATOR: Does it stop even with all floors; Is there Braille? Is it wide enough for wheelchair access? Is there audio support? Is there elevator access at all times? How long does it take to get through the side door during and after lunch, to gain elevator access? Is elevator access well indicated on every floor and on the exterior of TH?

Emergency Procedures
- Are emergency procedures posted in large font with high contrast and include pictograms?
- Are all alarms visual as well as audible?
- Does Thomson House have an evacuation plan that considers the needs of people with disabilities?
- Is the evacuation plan posted in a common space and does the staff know how to carry it out?
- Is the evacuation plan reviewed to ensure it still applies? Is there a process to amend it?
- Do you ever do emergency evacuation drills including staff and members with disabilities to ensure it is truly accessible?
- Does Thomson House have both visual and audible alarms?
- Is there a safe accessible exit or will people have to use the stairs?
- Does your plan include evacuation devices?
- Does everyone know where to find these devices?
- Is there an area of refuge for people with disabilities who require assistance to wait for help?
- Is there an intercom or other communication available in the area of refuge to other parts of the building?
Washroom Set Up
- Are washrooms accessible for people with physical disabilities? This means they should have: stalls large enough to comfortably accommodate a wheelchair and with handrails at appropriate heights; sinks, paper towel dispensers, hand dryers, toilets, and urinals at accessible heights; adequate space for wheelchair mobility (see: http://web.ku.edu/~itech/planning/ada.html); automatic door openers; good lighting; accessible mirrors (full body and angled downward); disposal bins for sharps.
- Are there single-person gender-neutral washrooms with locking doors? Are they accessible for people with physical disabilities? Are accessible and gender-neutral washrooms available on every floor? How is this indicated?
- Do all washrooms include baby changing stations (is this indicated)?
- Is there adequate signage directing people to washrooms? Are the signs well lit and in prominent locations? Do they have large type in an easy to read font? Do they include French, English, pictograms, and Braille?
- In the event that a washroom cannot be made accessible or gender-neutral, are there adequate signage (large type, Braille, well lit, French, English, and pictograms) directing people to accessible and gender-neutral washrooms? Are accessible and gender-neutral washrooms nearby?
- Do washrooms have vending machines with tampons and sanitary napkins?
- Do washrooms have disposal bins for menstrual products?
- Do washrooms allow for adequate privacy? Are there working locks on the stalls, minimal gaps in the stalls, dividers between urinals, blinds or fogged glass on windows, and adequate ventilation and sound proofing?

Computers
- Do the computers have a version of a screen reader loaded?
- Are they functional with assistive technology? (i.e. used only through a keyboard or only through a mouse)
- Is a speech to text program loaded?

Documents
- Are document available in a variety of formats? (ie. braille, electronic, large font, audio and pictogram)
- Are they easy to reach?
- Are they direct and easy to understand?
- Did you use respectful disability language? (For more check out: Disability and Language)
2. Diversity: the community promotes and encourages diversity.

Diversity is achieved through inclusiveness and valuing difference.

<table>
<thead>
<tr>
<th>Diversity</th>
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</table>

The STARS report addresses the diversity component of social sustainability in the following categories:

- Diversity and Equity Coordination: STARS report p. 16-18
- Measuring Campus Diversity Culture: STARS report p. 18-19
- Student Training Opportunities: STARS report p. 21-22

Comments and Recommendations:

The STARS criteria for sustainability integrate a comprehensive diversity component. The STARS report’s call for a more explicit diversity-promoting mandate for the Equity Commissioner and the Equity Committee is commendable. The Commissioner and Committee mandates, as outlined in the PGSS Bylaws, should reflect the PGSS Policy on Equity and Diversity in the Society Policy Manual (not mentioned in STARS report) more accurately.

The Equity Committee has addressed, in part, the recommendation of a “systematic assessment of the diversity and equity culture amongst graduate students at McGill” (STARS report p. 19). The Committee is in the process of drafting an Equity Experiences Survey to assess these concerns. The survey will be distributed to PGSS members in 2013.

The STARS framework would benefit from a more comprehensive evaluation of diversity at PGSS-funded events.

<table>
<thead>
<tr>
<th>Event Diversity</th>
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The PGSS Society Operations Manual includes statements on event diversity:

Chapter 14: Equity

2. The PGSS shall endeavour to provide a variety of events that cater to different groups within its diverse membership.
3. The PGSS shall promote the aforementioned equity guidelines to groups to which it disburses funds for the purpose of planning events. (p. 40)
The PGSS/GPS Grants Application Form, the primary means of gaining funding from PGSS for an event, does not request any information about how event planners intend to encourage the participation of a diversity of PGSS members.

Recommendations:

The statement in favour of event diversity in the PGSS Society Operations Manual (14.2) should promote a more active diversification within PGSS-funded events. The statement would, thus, not only mandate PGSS to offer “a variety of events that cater to different groups,” but would mandate PGSS members to encourage a diversity of participants within these events.

The PGSS/GPS Grants Application Form should include specific queries about diversity of event participation. Asking “What have you done to encourage diversity among participants in your event?”, for example, would be beneficial.

PGSS members would benefit from user-friendly information about event diversity. In May 2011, the PGSS Equity Committee developed a Resource Guide for Diversifying PGSS Events. This document should be redrafted into a user-friendly checklist format, revised at the beginning of each academic year, made available to all members via the PGSS website and referred to in the Grants Application Form.
3. Interconnectedness: the community provides processes, systems and structures that promote connectedness within and outside the community at the formal, informal and institutional level.

Interconnectedness covers quantity of social processes (participation and links with organisations and systems); quality of social processes (the extent to which interactions are based on trust, shared norms); structures governing social processes (leadership and mechanisms for resolving conflict); and community infrastructure (including public and civic institutions, planning and physical infrastructure and community services amongst other things).

Social capital is a concept closely related to interconnectedness. Social capital is connected to relational aspects where mutual trust and reciprocity exist and it can be understood as features of social organizations or groups (such as social norms, codes of conduct, knowledge, trust, etc.) that facilitate collective action and regulate the interactions among people and institutions. (Weingaertner 7)

<table>
<thead>
<tr>
<th>Interconnectedness</th>
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<tbody>
<tr>
<td>The STARS report addresses the interconnectedness component of social sustainability in the following categories:</td>
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<tr>
<td>Community Sustainability Partnerships: STARS report p. 25-26</td>
</tr>
<tr>
<td>Inter-campus collaboration on Sustainability: STARS report p. 26</td>
</tr>
<tr>
<td>Community Service Participation: STARS report p.27</td>
</tr>
</tbody>
</table>

Comments and Recommendations:

The STARS criteria for sustainability integrate some elements of the interconnectedness component of social sustainability. The abovementioned categories focus on connectedness between PGSS and the external community.

The STARS report does touch on connectedness within the PGSS membership through its promotion of a peer-to-peer welcoming program for incoming graduate students. Peer-to-peer welcoming programs are available currently through McGill’s First-Year Office and International Student Services. PGSS would benefit from more promotion of these programs among its members.

The STARS report would benefit from a more robust assessment of the mechanisms of internal connectedness within PGSS. Given the isolating nature of graduate studies, PGSS members would profit from a diverse range of opportunities to participate in society life. There is no structure internal to PGSS, at present, through which a PGSS member can create a club. Such a structure would promote interconnectedness among PGSS members.

PGSS should evaluate the mechanisms that enable the society to fulfil its own needs where possible through community action (McKenzie 13). PGSS should promote member initiatives that encompass
principles of mutual aid, whereby members collaborate with, support, provide services to and sustain other graduate students. Such initiatives may originate outside of the executive and committee structure of governance. SSMU’s Midnight Kitchen food collective, for example, embodies the principles of mutual aid.

The STARS framework overlooks the importance of mechanisms for transmitting awareness of social sustainability from one generation of PGSS members to the next, as well as a sense of community responsibility for maintaining that system of transmission. (McKenzie 12-13)

| Transmission of Socially Sustainable Values to Future Generations |

A system of transmitting awareness of environmental sustainability from one generation to the next, as well as the promotion of a sense of community responsibility for maintaining that system are addressed in the “Co-Curricular Education” section of the STARS report (p. 2-5). The recommendations in the Student Sustainability Educators Program, Student Sustainability Outreach Campaign, Sustainability in New Student Orientation, Sustainability Materials and Publications, Co-Curricular Education Student Group, Sustainability Events and Outdoors Program categories do not incorporate specific elements of social sustainability.

**Recommendations:**

Broaden the recommendations in the above-mentioned categories of the STARS report to include specific elements of social sustainability. This broadening may consist of, for example, recommendations for collaboration between the PGSS Environment Committee and the PGSS Equity Committee or Member Support Committee in the outlined sustainability education, outreach, and event initiatives.
4. Quality of life: the community ensures that basic needs are met and fosters a good quality of life for all members at the individual, group and community level.

Quality of life includes subjective well being (including things like people’s sense of belonging, sense of self worth); objective living conditions (such as levels of education, health, housing, transportation); and opportunities for personal and social development.

**Quality of life**

The STARS report addresses the quality of life component of social sustainability in the following categories:

- Food and Beverage Purchasing: STARS report p. 7
- Vegan Dining: STARS report p. 7
- Trans-fats: STARS report p. 7
- Integrated Pest Management: STARS report p. 9
- Bicycle Sharing: STARS report p. 10-11
- Facilities for bicyclists: STARS report p. 11
- Carpool/Vanpool matching: STARS report p. 11
- Car Sharing: STARS report p. 12
- Support Programs for Underrepresented Groups: STARS report p. 19
- Sustainability in Continuing Education: STARS report p. 27

**Comments and Recommendations:**

The STARS criteria for sustainability integrate the quality of life component extensively. The above-mentioned categories address the elements of the quality of life component directly. The quality of life component underlies the Sustainable Thomson House project as a whole.

The STARS framework would benefit from a more comprehensive evaluation of the direct measures of PGSS members’ quality of life. A broad assessment of members’ subjective well being, objective living conditions and opportunities for personal and social development, as well as recommendations to enhance these elements of quality of life, should be included among the long-term goals of the Sustainability Action Plan. Relevant data may be available, in part, through other administrative units on campus, such as GPS or the office of the Deputy Provost (Student Life and Learning).

The Food and Beverage Purchasing category of the STARS report should consider seasonal ingredients for food and beverage purchases. The Vegan Dining category should be expanded to include more vegetarian food options and more explicitly culturally diverse food options. An additional category regarding food preparation should be added. This food preparation category may include criteria for avoiding premade or processed meals, and for reducing waste by using the same ingredients in several dishes.
5. Democracy and governance: the community provides democratic processes and open and accountable governance structures.

Democracy and governance covers people’s ability to access information, knowledge and expertise and their ability to participate in decisions that affect their lives as well as the effectiveness, integrity and accountability of processes and structures. It also incorporates justice and legal rights components.

**Democracy and Governance**

**Comments and Recommendations:**

The STARS criteria for sustainability do not address the democracy and governance component of social sustainability explicitly or directly.

The STARS framework would benefit from a comprehensive evaluation of the democratic processes and governance structures of the PGSS.

The STARS report recommends that the PGSS “provide a more accessible guide for students describing the various governance structures of the PGSS in the format of a flow chart for example” (p. 18). This recommendation could make up a category of evaluation on its own.

Other categories of evaluation should include, but not be limited to, widespread political participation and among PGSS members, mechanisms of community consultation, mechanisms for external political advocacy to meet needs of members that cannot be addressed within the PGSS governance structure (McKenzie 12-13).

In line with the equity and diversity components of social sustainability, PGSS should assess the participation of underrepresented groups (persons from racial, religious and linguistic minorities, women, and persons from the LGBT community) at all levels of governance. In order to strive for representative diversity, PGSS should employ relevant tools and resources to encourage the political participation of underrepresented groups. The Comité québécois femmes et développement publishes, for example, a [gender equality toolkit] that may be adapted to the context of PGSS governance.
2. Report of the Environment Commissioner

January 10th to February 6th, 2013

Acronyms:
PGSS Environment Committee- PEC
Sustainability Projects Fund- SPF
Sustainability Coordinating Group- SCG
Policy and Structure Advisory Committee- PSAC

Report to PGSS Council
a. Meetings
   i. Jan 14- Vision2020 Steering Committee
   ii. Jan 16- SPF Review Committee interviews
   iii. Jan 16- Council
   iv. Jan 16, 29- meeting with Marieve Isabel, discussing Sustainability Coordinator position
   v. Jan 29- Jan PEC meeting II
   vi. Jan 29- meeting with Jacinthe, discussing creating a handbook usage survey to determine if the number of PGSS handbooks being printed annually is appropriate
   vii. Jan 29- meeting with Andre, Business Manager, discussing Coffee Mug Rebate at Thomson House
   viii. Feb 5- PGSS PSAC meeting
b. Activities
   i. Jan 29- PEC Green Drinks Ted Talk-ing It Out event

c. Upcoming Events or Meetings
   i. Feb 13- Council
   ii. Feb - PEC meeting
   iii. Feb 15- Vision2020 Steering Committee meeting
   iv. Feb 19- SCG

Comments on Green Drinks Event
The latest Green Drinks event on January 29th was a success. Two Ted Talks were showcased revolving around the concept of associating a value with essential ecosystem services. We had 21 participants of which 9 were post-graduate students, 2 undergraduate and 10 McGill or Montreal community members. In discussions with Executives and Environment Committee members, the issue was raised that this event does not benefit post-graduate students enough to warrant financial aid from PGSS. However, based on feedback from the post-graduate participants, I believe that this event serves as an excellent networking base as well as being informative- a prerogative written into PEC’s mandate. Therefore, I suggest the
continuance of this event, still allowing Montreal community members access, but with an emphasis on increasing post-graduate attendance.

Sincerely,

Kelly Nugent

evironment.pgss@mail.mcgill.ca
2. Report of the Member Services Commissioner

February 6th 2013

Hi Councilors,

If you are interested in becoming part of “Committee for Member Support” (CMS), please contact me at the email address below

1. Meetings

• PGSS Council meeting- Wednesday, January 16th 2013 (6:30PM- 8:30PM)
• CGSS new member orientation- One (Wednesday, January 16th 2013- 5:30PM)
• Meetings with new graduate student inquiries- 4 meetings (9 new inquiries)
• Exec-Commissioner caucus- None
• Other meetings- Meeting with PGSS Society Affairs manager- Monday, February 4th 2013

2. Committee for Graduate Member Support (CMS) related activities

• Active cases- 21
• New inquiries (January- 9 including one for Graduate student society)
• TFSS applications- No new applications; Two applications for reimbursement

3. Planning, communications

• To follow up with University officials for needs based bursary
• To set up a meeting with Member support officer

Vikrant Bhosle
Member Support Commissioner
Post-Graduate Students’ Society of McGill University
Email- cgss.pgss@mail.mcgill.ca

Health Commissioner – Helena Zakrzewski
February 6th, 2013

Report to Council
January 8th, 2013 to February 6th, 2013

I. Meetings Attended
a. Wednesday, January 9th, 2013 – PGSS New Students Welcome
b. Wednesday, January 16th, 2013 – January HAWC Meeting
c. Wednesday, January 16th, 2013 – January Council Meeting
d. Tuesday, January 22nd, 2013 – Family Care Caucus
e. Tuesday, January 22nd, 2013 – Update Meeting with Member Services Officer
f. Thursday, January 24th, 2013 – HAWC Wellness Expo

II. Activities
a. Answered numerous e-mails re: PGSS Health & Dental Plan questions
b. Inquired with ASEQ re: PGSS Health & Dental Plan complaints
c. Reevaluated and amended HAWC work plan for the upcoming semester
d. i. Continued execution of the work plan for the term for HAWC
   ii. Coordinated members of HAWC in completing aforementioned work plan
e. Coordinated with McGill Health Promotions re: collaboration and service provision

III. Upcoming Meetings
a. HAWC Meeting scheduled for Wednesday, February 13th, 2013

IV. HAWC Work Plan Outline
a. Monthly Health and Wellness themes to guide achieving goals in promotional and educational events
   i. February – Safer Sex Month 2.0 in Coordination with IAC and McGill Health Promotions
   (Travelling Shag Shop @ Thomson House – Thursday, February 14th, 2013)
   ii. Women’s Health Month – Events to be confirmed
b. Development of HAWC Website
c. Development & Administration of a PGSS Health Plan Survey

Sincerely,

Helena Zakrzewski
Committee Reports

1. Report of the Library Improvement Fund Committee

Meeting occurring January 28th
Attendance:
Adam Bouchard, Academic Affairs Officer, Chair
Jonathan Mooney, Secretary General
Alexander Bushyev, Councilor
Diane Koen, Senior Director Planning and Resources McGill University Library

In collaboration with the Libraries and the Family Care Committee the Library Improvement Fund Committee (LIFC) unanimously passed the following motion.

Be it resolved that $100 x 12 library branches be allocated from the PGSS Library Improvement Fund to purchase sets of children’s books that match the theme of each Library with a nice bin to store the books and a short chair for the kid.

The LIFC also discussed an early five (5) year extension of the Library Improvement Fund (LIF), but at a reduced amount of three dollars ($3.00) per student for both the Fall and Winter terms.

Therefore the LIFC moves the following two motions.

Motion: Library Improvement Fund Expenditure: Children’s Books
(Library Improvement Fund Committee)

BIRT PGSS Council ratify a total expenditure of up to one thousand two hundred dollars ($1200) from the Library Improvement Fund for the purchase of children’s books for each branch of the library.

Motion: Library Improvement Fund Referendum
(Library Improvement Fund Committee)

WHEREAS the PGSS is currently levying five dollars ($5.00) per student for both the Fall and Winter terms for the Library Improvement Fund

WHEREAS the Library Improvement Fund is required to go to referendum next year for renewal
WHEREAS the monies levied traditionally have been collected and accumulate for years

WHEREAS a reduction in the levy would continue to generate enough funds to be effective but not be likely to accumulate

BIRT PGSS Council sends to referendum

Do you agree that the Library Improvement Fund be extended for five (5) years at a rate of three dollars ($3.00) per PGSS member for both the Fall and Winter Terms.
2. Report of the Appointments Board

February 2013

*BIRT* the following individuals be appointed to the following positions:

**Academic Unit Review Committee:**
Maxime Turgeon (Department of Pathology Review Committee)
Hadi Karsoho (Institute of Gender, Sexuality & Feminist Studies Review Committee)
Rui Wang (Department of Anaesthesia Review Committee)
Heather Braiden (Medical Physics Unit Review Committee) Alternate
Gabriel Kaufman (department of physiology review committee) alternate
Anne-Sophie Garcia (Department of Psychiatry Review Committee)
Luis Fernando Negro Silva (Department of Epidemiology & Biostatistics Review Committee) Alternate
Adam Jordens (School of Dietetics & Human Nutrition Review Committee)
Amanda Davidsen (Faculty of Religious Studies Review Committee)
Kelsey O'Hagan-Wong (Department of Surgery Review Committee)
Bahareh Hekmatnejad (Department of Neurology & Neurosurgery Review Committee)
Salman Khan (Medical Physics Unit Review Committee)
Kaitlyn Enright (Psychology Review Committee)

**Student Co-Curricular Involvement Advisory Group:**
Kelsey O'Hagan-Wong

**Review on McGill's Policy of Harassment, Sexual Harassment, and Discrimination:**
Kelsey O'Hagan-Wong

**Environment Committee:**
Line Bourdages

**Senate-Post-Doc Seat:**
Che O'May

**Language Policy Committee:**
Anne-Marie Belanger

**Advisory Committee (Dean of Dentistry):**
Zeeshan Sheikh
Mohamed Nur Abdallah (alternate)
3. Report of the Policy and Structure Advisory Committee

5 February 2013

In attendance: Jonathan Mooney, Benjamin Wiles, Maedeh Khayyat Kholghi, Kelly Nugent, Timotei Centea, Brittany Rocque, Danielle Meadows

Guests: Cora-Lee Conway, Moksha Serrano, Adam Bouchard

A new vision of PGSS Council
Or: the European Parliament, “in a democratic manner”

Introduction

The size, composition, and effectiveness of the PGSS council has been a source of recurring debate. Currently, seats are allocated as follows: one seat for a PGSA with fewer than 50 members; two for a PGSA with between 50 and 100 members; and three for a PGSA with greater than 100 members. Current practice also allows councillors to be appointed rather than elected from PGSAs without specifying any standard requirements for such appointments. As a result of the unregulated appointment process, proxies or replacements are frequently delegated and there is less long-term stability in terms of council membership. The current allotment of seats results in a council size of greater than 120 members and results in less representative seating for very large PGSAs. Currently, there are ~40 empty seats on council as PGSAs find it difficult to recruit councillors. At the same time, the size of council has raised serious questions about efficiency and participation, while the cap of three seats per PGSA has been a source of concern to very large PGSAs.

Comparative analysis

Similar student associations, like the SSMU, typically have dramatically smaller council sizes that the PGSS. In the case of SSMU, a council of less than 40 elected members represents over 20,000 students (compared to ~7,500 for the PGSS). In addition, these councillors are elected for one year terms.

1 Minutes for the Council Meeting of Wednesday, September 8th, 2010
2 PGSS Draft Constitution, February 8, 2012
3 PGSS Society Activities Manual
4 PGSS Society Activities Manual
5 Minutes for the Council Meeting of Wednesday, September 8th, 2010
6 December 5, 2012 Council Package
In terms of seating allotment, many student association councils, including the SSMU and the Concordia GSA, operate on a semi-proportional system based on unit sizes. Other, including the University of Toronto Graduate Student Union, provide one seat per GSA in a manner that is not proportional.  

**History**

In June 2010, PGSS VP External Ryan Hughes proposed to dramatically reduce the size of council by changing allocations to one seat for PGSAs with fewer than 100 members, and two seats for PGSAs with over 100 members.

In February 2012, the PGSS Executive Committee proposed to dramatically reduce the size of council to one member per PGSA with semi-proportional voting.

Both of these proposals were ultimately not accepted by council.

In December 2012, the Education Graduate Students’ Society, PGSS’ largest PGSA which is organized at the faculty level, brought a motion forward to reform the seating allocation to increase the number of seats for large PGSAs. This motion was referred to the Policy and Structure Advisory Committee (PSAC). In January 2013, PSAC invited the PGSAs to send written submissions or representatives to its meeting to discuss the issue. In February 2013, PSAC again called for the participation of representatives and submission and held a second meeting at which a motion was passed to recommend specific reforms back to the PGSS council.

**Principles**

A reform of council seating, size, and selection should adhere to the following principles:

- Each PGSA should be allotted at least one council seat
- Larger PGSAs should be allotted additional council seats with no seat cap
- The size of council should be decreased to promote efficiency without radically reducing PGSA seat counts
- Elected councillors who serve over longer periods will increase the quality of debate at council

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7 Briefing paper on Graduate Student Association representation on Council (Draft)
8 Minutes for the Council Meeting of Wednesday, September 8th, 2010
9 PGSS Draft Constitution, February 8, 2012
10 Minutes for the Council Meeting of Wednesday, December 5th, 2012
Application of principal 1. above automatically precludes an allotment of council seats at the current council size based on direct proportionality, since the smallest PGSA would be granted zero seats under a directly proportional system. Indeed, to apply direct proportionality and fulfill principal 1. (granting the smallest PGSA at least one seat) would require an expansion of the size of council to roughly 300 seats, in clear violation of principle 3. Thus, a semi-proportional system, in line with those at use in other student associations, is preferred.

While many semi-proportional allotment systems exist, to respect principle 3. (no radical reductions in current PGSA seat allocations), the allotment formula must not introduce dramatic changes in the current structure. A system with remarkable parallels to the PGSS council seat allotment is that of the European Parliament. While no specific formula officially governs the seating allocation in the European Parliament, academic researchers have modelled the allotment mathematically. Following the work of Martínez-Aroza and Ramirez-González, the following formula (Power) is offered:

\[ A(x) = bx^c \]  

(1)

Here, variable \( b \) is chosen to fix the size of the chamber and guarantee a minimum allotment to each constituency. The variable \( c \) can be determined in respect of principle 3. above.

With respect to how councillors are credentialed, the PGSS Society Activities Manual states that councilors shall be “appointed from each PGSA, in a democratic manner according to the constitution or practices of the PGSA.” The term “in a democratic manner” is not clearly defined, and at present the PGSS accepts as a councillor any person communicated to be so by a member of a PGSA executive committee or by a previous PGSA councillor. This system has resulted in the frequent delegation of proxies or replacements to the PGSS council and in some cases the sending of a different set of ad-hoc councillors to each meeting of the PGSS council by some PGSA. Often, these proxies, replacements, and one-time councillors have never attended a previous meeting of the PGSS council, have not received and read the PGSS council package, and are not familiar with even the most basic governance structure and recent institutional history of the PGSS. The quality of debate may suffer from this lack of consistency, and the PGSS council could benefit from a more stable membership chosen according to clearly established democratic principles.

Finally, the question of how Postdoctoral Fellows are represented in the governance of the PGSS must be addressed. Currently, Postdoctoral Fellows, as represented by Association of Postdoctoral Fellows (APF), receive a number of council seats in the same proportion as PGSA based on the size of the postdoc population. Since postdocs may be represented via PGSA or the APF, this amounts to double representation.
Proposal #1:

In respect of all the principles outlined above, the number of council seats per PGSA shall be allocated as follows:

\[ \text{Number of council seats for a PGSA} = |0.15 \times (\text{PGSA size})^{0.5}| \]  

(2)

This formula shall take effect June 1, 2013 and is intended as a step forward, not the final result. It establishes a formula that allows seating apportionment to adjust based on changes in membership sizes. New seats are automatically assigned and PGSAs are notified of any changes. Applying the above formula will result in a reduction in the size of council by 38 seats and a significantly more proportional allocation of seats (Appendix A), with a loss of one seat for most PGSAs. The vast majority of PGSAs that will lose a seat under the new formula were overrepresented in the current system. The seat losses will not restrict member participation in the society, as there are numerous other avenues to participation open to members, including participating on committees of the PGSS council.

Proposal #2:

The PGSS shall furnish to the PGSAs a set of guidelines regarding councillor selection that aim to provide consistency, accountability, and respect for the democratic process. Each PGSA shall provide the PGSS an official notice regarding the selection of councillors in order for their councillors to be accredited to participate and vote in meetings of the PGSS council.

Proposal #3:

Postdoctoral Fellows, as represented by the Association of Postdoctoral Fellows (APF), should be counted only once in determining the sizes of PGSAs and of the APF in determining the apportionment of council seats. Each postdoctoral follows shall be counted with a weighting of 50% toward the size of their PGSA and 50% toward the size of the APF in the formula to determine the number of seats.
| Society            | CGSS 192 | CHEGSS 107 | CSGC 190 | DGSS 310 | DDSS 65 | EBOSS 153 | EGGSS 361 | EGS 869 | CGSS-Economics 70 | EGSA-English 79 | EMGSS 284 | ESGS 73 | GAMES 240 | GAPTS 90 | GASA 110 | GASH 106 | GASP 97 | GGS 87 | GLSA 155 | GRSS 64 | GSAMS 96 | GSAN 296 | HGSS 127 | MIISC 33 | MAGSS 38 | MCGSS 574 | MDGSS 70 | MEGSS 147 | MGAPPS 87 | MGAPS 188 | MGSS 295 | MGSA-SOCIOLOGY 45 | MGSSEAS 20 | MGSA 69 | MLISSA 220 | MPSS 21 | NGSA 144 | PGSA-Physiology 70 | PGSA-Psychiatry 82 | PPSMUA 35 | RSGS 57 |
|-------------------|----------|------------|----------|----------|---------|-----------|-----------|---------|------------------|----------------|-----------|----------|-----------|---------|---------|---------|---------|-------|---------|-------|---------|---------|-----------|---------|---------|-----|---------|----|----------|----------------|----------------|--------|-------|--------|------|--------|----------------|----------------|--------|-------|
|                   | 3        | 2          |          | 3        | 0       | 3         | 3         | 4       | 1                | 2              | 3         | 2        | 2         | 1      | 3       | 2      | 3       | 3     | 1       | 1     | 3       | 3      | 3       | 3     | 1       | 1     | 3       | 3     | 1       | 1     | 3     |
| Percentage        | 2.4%     | 1.3%       | 2.4%     | 3.9%     | 0.8%    | 1.9%      | 4.5%      | 10.9%   | 0.9%            | 1.0%           | 3.6%      | 0.9%     | 3.0%     | 1.1%   | 1.4%    | 1.3%   | 1.2%    | 1.1%  | 1.9%    | 0.8%  | 1.2%    | 3.7%  | 0.6%    | 0.3%  | 2.8%    | 0.3%  | 1.8%    | 2.4%  | 0.7%    |
4. Report of the Steering Committee

In Attendance: Jonathan Mooney, Gretchen King, Errol Salomon, Nikki Meadows, Nida Nizam

Early departure: Nida Nizam

The steering committee notes that the budget update has been moved from a committee-of-the-whole to announcements by the steering committee.
AGENDA
1. Approval of the Agenda
2. Speaker’s Report
3. Announcements
   Academic Affairs Officer: Survey on the Performance of University Administrators (2 min)
   FEUQ: Plans for Education Summit (5 min)
   Secretary-General: PGSS Budget update (3 min)
4. Approval of the Minutes
5. Business Arising from the Minutes and Standing Orders
   5.1. Motion R12-02-#054 · To accept recommendations of the Appointments Board
6. Executive Reports
   6.1. External Affairs Officer
   6.2. Academic Affairs Officer
   6.3. Internal Affairs Officer
   6.4. Member Services Officer
   6.5. Secretary-General
7. Commissioner Reports
   7.1. Equity Commissioner
   7.2. Environment Commissioner
   7.3. Member Support Commissioner
   7.4. Health Commissioner
8. Other Reports
   8.1. Appointments Board
   8.2. Policy and Structure Advisory Committee
   8.3. Library Improvement Fund Committee
   8.4. Steering Committee
9. Question Period
10. New Business
   10.1. Motion R12-02-#055 · Motion Regarding Council Seat Apportionment
   10.2. Motion R12-02-#056 · Motion to Approve Referendum Question on Accreditation
   10.3. Motion R12-02-#057 · Motion Regarding Statement on Budgetary Priorities and Objectives at McGill
   10.4. Motion R12-02-#058 · Adoption of Policy Statement for Upcoming Education Summit
   10.5. Motion R12-02-#059 · Motion Regarding General Meetings
   10.6. Motion R12-02-#060 · Elections Budget
   10.7. Motion R12-02-#061 · Procedure for Appeals Board
   10.8. Motion R12-02-#062 · Composition of Appointments Board
   10.9. Motion R12-02-#063 · Motion to amend the quorum of the Academic Affairs Committee
   10.10. Motion R12-02-#064 · Motion Regarding External Affairs Officer Job Description
   10.11. Motion R12-02-#065 · Motion Regarding Duties of the Environment Committee
   10.12. Motion R12-02-#066 · Motion Regarding Duties of the Environment Commissioner
   10.13. Motion R12-02-#067 · Motion Regarding Duties of the Health Commissioner
10.14. Motion R12-02-#068 · Motion to Remove Member Services Committee from Society Activities Manual
10.15. Motion R12-02-#069 · Motion Regarding Adjustment of Officer and Commissioner Remuneration
10.16. Motion R12-02-#070 · Student Services Ancillary Fee Referendum Question
10.17. Motion R12-02-#071 · Athletics Ancillary Fee Referendum Question
10.18. Motion R12-02-#072 · Creation of a McGill Writing Centre Ancillary Fee Referendum Question
10.19. Motion R12-02-#073 · Graduate Application Fee Referendum Question
10.20. Motion R12-02-#074 · Library Improvement Fund Referendum Question
10.21. Motion R12-02-#075 · Sustainability Projects Fund Fee Referendum Question
10.22. Motion R12-02-#076 · Motion Regarding a Graduate Student McGill Tribune Fee
10.23. Motion R12-02-#077 · Library Improvement Fund Expenditure: Children’s Books
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-02-#054 · To accept recommendations of the Appointments Board
(Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

10. New Business

10.1. Motion R12-02-#055 · Motion Regarding Council Seat Apportionment
(Policy and Structure Advisory Committee)

WHEREAS the Policy and Structure Advisory Committee has considered a motion referred to it
by council to consider changing the apportionment of council seats to PGSAs
WHEREAS a report from PSAC has been included in this council package

BIRT Council approve the Society Manual and Bylaw changes recommended in the attached
PSAC report.

*Bylaw change regarding PGSS Council seat apportionment:*

3. Composition

3.1. The composition of Council shall consist of regular members appointed from each PGSA, in
a democratic manner according to the constitution or practices of the PGSA.
3.2. Each PGSA shall be entitled to a number of council seats as follows:

Number of seats = 0.15*(number of members)^0.5

3.5. The number of regular members for a PGSA for the purposes of this calculation shall
be that of the most recent membership list as made available by the University as of
February 15 of the most recent year.
3.6. For the purpose of determining PGSA sizes, postdoctoral fellows shall count 50%
toward the size of their PGSA and 50% toward the size of the Association of Postdoctoral
Fellows, which shall be entitled to a number of seats following the same proportionality
as those allotted to PGSAs.

10.2. Motion R12-02-#056 · Motion to Approve Referendum Question on Accreditation
(Executive Committee)

WHEREAS the PGSS is not recognized as the official legal representative association of
postgraduate students at McGill
WHEREAS the PGSS can achieve this recognition via a referendum of its members

BIRT the following question be placed on the annual PGSS referendum:
« Do you agree that the Post-Graduate Students’ Society of McGill University Inc. (PGSS) becomes accredited to represent postgraduate students at the institutional level in accordance with An Act Respecting the Accreditation and Financing of Students’ Associations R.S.Q., c. A-3.01? » (yes/no)


Guest Speaker: Justin Marleau, AGSEM (7 min)

10.3. Motion R12-02-#057 · Motion Regarding Statement on Budgetary Priorities and Objectives at McGill
(Gretchen King)

Whereas the Quebec Summit on Higher Education will be held from February 25-26, 2013;

Whereas despite substantial increases in operational revenues since fiscal year 2006, Principal Munroe-Blum has argued that McGill University cannot meet its objectives at current levels of financing;

Whereas the provincial budget cuts to universities announced in the lead-up to the Summit represent $19-million less for McGill's budget;

Whereas the recent cuts effect current budget priorities at McGill University, which do not necessary reflect the needs of graduate students;

BIRT PGSS issue a statement based on council’s discussion before the Quebec Summit on Higher Education concerning budgetary priorities at McGill and offering new budgetary objectives that actually address the needs of graduate students.

10.4. Motion R12-02-#058 · Adoption of Policy Statement for Upcoming Education Summit
(Executive Committee)

WHEREAS the upcoming education summit will address several issues on which PGSS does not have standing policies

BIRT the following Policy Statement Regarding the Summit on Higher Education be adopted

WHEREAS the PGSS researcher issues a report in November 23, 2012 regarding the alleged underfunding of Quebec universities which concluded, “The system must also take account of the unfolding deficit crisis in the university employee pension funds along with future
infrastructure requirements. The Quebec university system needs to put on a more financially sustainable footing. This cannot be achieved without some increase in funding.”

WHEREAS several research reports in addition to that of the CREPUQ, including a report of the Council of Ontario Universities, have suggested that Quebec universities are insufficiently funded.

WHEREAS nevertheless, further investigation and an assessment of the absolute needs of Quebec universities is required.

WHEREAS additionally, an evaluation of the particular programs and sectors in need of potentially more funding must be carried out in order to properly direct funds to where they are needed rather than leave all decisions regarding the spending of funds in the hands of university administrators.

BIRT the PGSS recognize that there is meaningful evidence that the Quebec university system is underfunded.

BIFRT the PGSS support the FEUQ in its call for the absolute funding needs of Quebec universities and programs/sectors in need of funding to be clearly identified in a process with participation from all sectors of the university community.

WHEREAS the current funding model for Quebec universities is based primarily on enrolment weighted by sector.

WHEREAS this grid is in need of constructive revision.

WHEREAS other metrics, such as the attainment of university-specific objectives as evaluated by the CEUQ, ought to be considered in university financing.

BIRT the PGSS support the FEUQ in its call for a review of the financing grid.

BIFRT the PGSS support a broader financing model that incorporates as one factor the attainment of university-specific objectives as evaluated by the CEUQ.

10.5. Motion R12-02-#059 - Motion Regarding General Meetings
(External Affairs Officer)

WHEREAS the Policy and Structure Advisory Committee submitted a recommendation to PGSS council to decrease the size of council;

WHEREAS PGSS members have the potential to participate directly in the governance of the Association only once per year at the Annual General Meeting;

WHEREAS General Meetings increase the potential for more individual members to participate directly in the governance of the PGSS;
WHEREAS SSMU holds two General Meetings per academic year, one in the fall semester and one in the winter semester;

BIRT the PGSS Society Bylaws, Section 7: Meetings of Governing Bodies, be amended from, “1.2 An Annual General Meeting shall be held in the month of February or March, ideally at the time typically reserved for PGSS’ regularly scheduled Council meetings” to read,

“1. Regular Meetings
1.2 Two General Meetings shall be held, one in the fall semester and one Annual General Meeting in the winter semester, ideally at the time typically reserved for PGSS’ regularly scheduled Council meetings.”

BIFRT the PGSS Society Bylaws, Section 8: Appointments, be amended from, “5.3. Internal, External, and Council Directors are appointed by special resolution of the Appointments Board, subject to ratification by the Board of Directors. A Director so appointed assumes office immediately after ratification by the Board of Directors; however, such appointment must be ratified at the next Annual General Meeting, failing which the Director is removed” to read,

“5.3. Internal, External, and Council Directors are appointed by special resolution of the Appointments Board, subject to ratification by the Board of Directors. A Director so appointed assumes office immediately after ratification by the Board of Directors; however, such appointment must be ratified at the next General Meeting, failing which the Director is removed.”

10.6. Motion R12-02-#060 · Elections Budget
(Secretary-General)

WHEREAS the annual election and referendum period is approaching,

WHEREAS an additional by-election is being held for the Finance Officer position,

WHEREAS this is the second by-election held this year,

WHEREAS proper advertising of postings and voting periods by such means as posters and notices is important to inform the membership about elections and referenda,

WHEREAS the PGSS is facing an unprecedented number of referendum questions this year, for which "yes" and "no" campaigns may need to be funded,

WHEREAS nearly one third of the year's election budget has already been consumed,

WHEREAS the Chief Returning Officer has requested a budget increase to ensure sufficient resources are available to properly conduct the election and referenda

BIRT the line item "Elections" in the budget be amended from $3000 to $6000
10.7. Motion R12-02-#061 · Procedure for Appeals Board
(Governance Committee) – Second Reading – 2/3 majority required

WHEREAS the Bylaws state that the time limit during which the Appeals Board must meet upon receiving notice of appeal

BIRT Society Activities Manual 12.2.1.1.1 be amended to read, “Hear and pass judgment on cases of appeal concerning any decision or actions of the CRO within three (3) working days of being notified of any such appeal;

10.8. Motion R12-02-#062 · Composition of Appointments Board
(Governance Committee) – Second Reading – 2/3 majority required

WHEREAS the current Society Activities Manual grants a tiebeaking vote on the Appointments Board to someone who is not even a member of the Appointments Board

BIRT Society Activities Manual 11.4.6 be amended to read, “All decisions of the Appointments Board shall be made democratically and documented. In the event of a tie, the vote of the chair shall count twice.”

10.9. Motion R12-02-#063 · Motion to amend the quorum of the Academic Affairs Committee
(Governance Committee) – Second Reading – 2/3 majority required

WHEREAS The Academic Affairs Committee is unusually large with a current roster of forty members and cannot regularly obtain a quorum of 50%.

BIRT the Society Affairs Manual be amended to include:
Chapter 5, Section 6
3. Quorum
3.1 Quorum for the Academic Affairs Committee shall be twelve (12) or a quarter (1/4) of members, whichever is lower.

10.10. Motion R12-02-#064 · Motion Regarding External Affairs Officer Job Description
(External Affairs Officer)

WHEREAS the structure of PGSS is similar to other Anglophone student associations in Montreal;

WHEREAS the demographics and composition of the PGSS student body is similar to other Anglophone student associations in Montreal;

WHEREAS the External Affairs Officer has regularly met and worked with the other Anglophone student associations in Montreal because of these similarities;
BIRT the PGSS Society Activities Manual, Section 3: External Affairs Officer, be amended to read,

“Representation
1.1.2. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations in order to build a coalition of Anglophone student associations within the Quebec student movement.

Communication
1.2.1. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations.

Campaigns
1.3.1. Be responsible for effectively communicating and implementing relevant programs and research projects that are consistent with the policies and positions of the PGSS, and that are developed in collaboration with groups of which the PGSS is a member and with other Anglophone student associations.”

10.11. Motion R12-02-#065 · Motion Regarding Duties of the Environment Committee
(Environment Commissioner)

WHEREAS the current role and actions of the PGSS Environment Committee (PEC) are not in line with the purpose and duties outlined in Chapter 5 Section 11 of the PGSS Society Affairs Manual;

WHEREAS the role of PEC has grown and this committee has been given additional responsibilities over the past year such as maintaining the Thomson House permaculture and vegetable gardens and organizing the Green Drinks Montreal Chapter events;

WHEREAS the added responsibility outlined above has had a positive impact by allowing more opportunities for PGSS member engagement and education through events and workshops;

WHEREAS the composition of PEC outlined in Chapter 5 Section 11.2 has too few positions to be able to complete the tasks being undertaken; currently there are two volunteers other than the regular members sitting in on committee meetings, participating in event planning and execution;

WHEREAS the PGSS Society Affairs Manual should reflect the updated role of PEC;

WHEREAS the role of PEC should explicitly include providing advice to the PGSS on environment related issues;

BIRT Chapter 5 Section 11 of the Society Affairs Manual be amended to read:
Section 11: PGSS Environment Committee (PEC)
1. Purpose
   1.1. The PGSS Environment Committee shall:
      1.1.1. Assess, monitor and make recommendations for the improvement of the
PGSS’ operations in relation to the environment;
1.1.2. Elicit opinions of PGSS members on the environment;
1.1.3. Collaborate with other environmental groups and offices;
1.1.4. Be responsible for the education of PGSS members on environmental issues;
1.1.5. Make recommendations to the PGSS on environmentally related matters.

2. Composition
2.1. The Environment Commissioner (chair);
2.2. Five (5) at-large regular members of the PGSS;
2.3. All society representatives to:
   2.1.1. The Senate Committee on Physical Development (SCPD);
   2.1.2. The Sustainability Projects Fund (SPF).

### 10.12. Motion R12-02-#066 · Motion Regarding Duties of the Environment Commissioner (Environment Commissioner)

**Acronyms:**
PEC = PGSS Environment Committee

WHEREAS the current role and actions of PEC are not in line with the purpose and duties outlined in Chapter 2 Section 3 of the PGSS Society Affairs Manual;

WHEREAS Chapter 5 Section 11.2.3 is written in a confusing manner such that it is not clear whether it is referencing two specific committees or the type of committee that PEC should appoint representatives to;

WHEREAS the Subcommittee on the Environment referenced in Chapter 2 Section 3 1.1.5 was dissolved in Fall 2011;

BIRT Chapter 2 Section 3 of the Society Affairs Manual be amended to read:

Section 3: Environment Commissioner
1. Duties of the Environment Commissioner

1.1 The Environment Commissioner shall:
   1.1.1. Be the Environment Committee’s direct liaison to the Executive Committee;
   1.1.2. Represent the PGSS’ interests in all environmental issues on campus;
   1.1.3. Monitor the implementation and success of the PGSS’ policies with respect to environmental concerns;
   1.1.4. Be the liaison with the SSMU Environment Commissioners;
   1.1.5. **Represent the PGSS on the Sustainability Coordinating Group**;
   1.1.6. **Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees and**
work groups whose mandate includes environmental issues.

10.13. Motion R12-02-#067 - Motion Regarding Duties of the Health Commissioner
(Member Services Officer)

Background:
In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. A key component of the MSO portfolio is the relationship with our insurance broker and maintenance of the Health and Dental Insurance Plan, a task previously under the VP Finance portfolio.

Preamble:
Whereas a key component of the Member Services Officer is the maintenance and management of the Health and Dental Insurance Plan in addition to the management of services at PGSS and advocate for Services at McGill University, and

Whereas previously the Health Commissioner was significantly involved in the Health and Dental Insurance Plan because of an obvious disconnect between the VP Finance and the health needs of the student population

Whereas this disconnect has been rectified with the creation of the Member Services Officer

Whereas the Health Commissioner, given the limited hours that should be worked by commissioners, should not be occupied by addressing questions and concerns better addressed elsewhere and whereas the Executive would like this position and the Health and Wellness Committee to focus on Health and Wellness events, advocacy and outreach,

BIRT the Society Activities Manual Section 2: Commissioners Section 4: Health Commissioner be amended to remove 1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members,

Section 4: Health Commissioner
1. Duties of the Health Commissioner.
1.1. The Health Commissioner shall:
1.1.1. Be the Health and Wellness Committee’s direct liaison to the Executive Committee;
1.1.2. Represent the PGSS interests in all health and wellness issues on campus;
1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members;
1.1.4. Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees, and workgroups whose mandate includes health or wellness issues, including but not limited to the Committee for Student Services, the Health Services Advisory Committee, the Mental Health Services Advisory Board, and the Advisory Committee.
BIFRT the Society Activities Manual Section 4: Committees of Council Section 12: Health and Wellness Committee (HAWC) 1.1.4 be amended to read “Advise and make recommendations to the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan”

Section 12: Health and Wellness Committee (HAWC)
1. Purpose
1.1. The Health and Wellness Committee shall:
1.1.1. Survey, assess, monitor and work towards improving the health and wellness of the PGSS community;
1.1.2. Be responsible for the education and promotion of health and wellness issues;
1.1.3. Collaborate with other health and/or wellness groups;
1.1.4. Advise and make recommendations to (Council) the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan;
1.1.5. Make recommendations to Council on any health related matters.

10.14. Motion R12-02-#068 · Motion to Remove Member Services Committee from Society Activities Manual
(Member Services Officer)

Background:
In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. In addition to the Executive position a committee was written into the Society Activities Manual to be chaired by the MSO and to have a representative from all relevant service areas of PGSS and the Student Services.

Preamble:
Whereas the Member Services Committee is unusually large, and in practice could include over 30 members and,
Whereas the diverse range of members and the unique nature of each Student Service unit and PGSS service would make it impossible develop one cohesive services strategy and
Whereas the objectives of the Member Services Committee are/can be adequately or superiorly addressed by existing PGSS committees (e.g. the PGSS grants program by the Committee on Monetary Affairs)

Action:
BIRT the Society Activities Manual Chapter 5: Committees of Council Section 4: Member Services Committee (MSC) be removed.
Section 4: Member Services Committee (MSC)
1. Purpose
1.1. The Member Services Committee shall:
1.1.1. Coordinate strategy for matters flowing from University student services, and campus-wide student organizations;
1.1.2. Continuously assess and evaluate all services offered by the PGSS;
1.1.3. Consult on and evaluate any new services to be offered by the PGSS;
1.1.4. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.

2. Composition
2.1. The Member Services Officer (chair);
2.2. One (1) member from Macdonald Campus Graduate Student Society (MCGSS);
2.3. One (1) PGSS member from the Family Care Caucus;
2.4. The PGSS representatives to:
2.4.1. Committees within the athletics department;
2.4.2. Committees and Advisory Boards for Student Services;
2.4.3. The CKUT Board of Directors;
2.4.4. The QPIRG Board of Directors.

BIFRT the Grants Program be removed from the purview of the Member Services Committee and fall under the duties of the Committee on Monetary Affairs and Chapter 5: Committees of Council Section 7: Committee on Monetary Affairs (CMA) be amended to include “1.1.3. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.”

Section 7: Committee on Monetary Affairs (CMA)
1. Purpose
1.1. The Committee on Monetary affairs shall:
1.1.1. Consider and make recommendations to the relevant governing bodies on all financial aspects of the operation and administration of the PGSS, including but not limited to PGSS budgets, administration of all funds and programs financed from them, corporate and business activities, and all fees levied by the University on behalf of the PGSS;
1.1.2. Be responsible for helping the Finance Affairs Officer prepare all necessary financial documents, analyses, and budget.
1.1.3 Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.

10.15. Motion R12-02-#069 · Motion Regarding Adjustment of Officer and Commissioner Remuneration
(Academic Affairs Officer/ Member Services Officer / Environment Commissioner / Danielle “Nikki” Meadows)

WHEREAS the PGSS defines the remuneration of its officers and commissioners in the Bylaws Section 8,

“Remuneration
8.1. Each Officer shall receive an honorarium equivalent to 12 hours per week at a rate of pay equal to that of McGill graduate student teaching assistants for a 48 week work year. In addition, each Officer shall receive a monthly allowance for telecommunications as set by motion of the Executive Committee. Remuneration shall be distributed in equal payments made every two (2) weeks.

8.2. Each Commissioner shall receive an honorarium equivalent to one-quarter of that allotted to an Officer. Remuneration shall be distributed in equal payments made every four (4) weeks.

8.3. Directors who are not Officers shall receive no remuneration.

8.4. Councillors shall receive no remuneration from the PGSS.

8.5. Individuals in titled positions may not concurrently be employees of the PGSS.”

WHEREAS the pay of McGill graduate student teaching assistants is in the jurisdiction of AGSEM

WHEREAS it is good practice to index pay scale to inflation

WHEREAS PGSS Executives and Commissioners are required to work more than twelve (12) and three (3) hours per week respectively to perform all their duties

BIRT Bylaw 8.8.1 “rate of pay equal to that of McGill graduate student teaching assistants”
Be amended to read
“rate of pay equal to twenty-five dollars ($25.00) to be increased by the CPI, as defined by the Bank of Canada, at the start of each fiscal year beginning with year 2013-2014.”

BIFRT Bylaw 8.8.1 “equivalent to 12 hours per week”
Be amended to read
“equivalent to 15 hours per week”

BIFRT Bylaw 8.8.1 “for a 48 week work year”
Be amended to read
“for a 43 week work year”

BIFRT Bylaw 8.8.2 “equivalent to one-quarter of that allotted to an Officer”
Be amended to read
“equivalent to one-third of that allotted to an Officer”

10.16. Motion R12-02-#070 · Student Services Ancillary Fee Referendum Question

Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions) and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50* to help cover increased costs;

Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;
Whereas, the Student Services Ancillary Fee for graduate students is currently $133.00 per term for full-time students; $80.00 per term for part-time students (those taking 9 + credits), $44.50 per term for part-time students (i.e., those taking fewer than 9 credits) and $44.50 for students in additional session, Non-Thesis extension and Thesis Evaluation Term;

Whereas, Student Services requires an increase to the Student Services Ancillary Fee of $8.50 per term for full-time students, and correspondingly $5.00 per term for part-time students (those taking 9 + credits), $3.00 per term for part-time students (i.e., those taking fewer than 9 credits) and for students in additional session to maintain current service levels;

Whereas, the Student Service Ancillary Fee has not increased in three years;

Resolved, that the PGSS Council approve the following question for the Winter 2013 referendum period:

"Do you agree to increase the Student Services Ancillary Fee by $8.50 to a total of $141.50 per term for full-time students with a corresponding increase of $5.00 to a total of $85.00 per term for part-time students, $3.00 to a total of $47.50 per term for part-time students (i.e., those taking fewer than 9 credits) and $47.50 for students in additional session; with the understanding that a majority "no" vote would result in a reduction of services?"

10.17. Motion R12-02-071 · Athletics Ancillary Fee Referendum Question

Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions) and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50 to help cover increased costs;

Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;

Whereas, the Athletics Ancillary Fee for graduate students is currently $115.50 per term for full-time students, $69.91 for half time or part time students and $38.50 for students in additional session,, Non-Thesis extension and Thesis Evaluation Term and that graduate students pay more than undergraduate students through differential fees for certain services;

Whereas, the Athletics Ancillary Fee has increased only once in the last four years, an increase of less than 1% since 2009;

Resolved, that the PGSS Council approve the following questions for the Winter 2013 referendum period:

"Do you agree that the Athletics Ancillary Fee be adjusted by inflation in each of the following years: 2013-14, 2014-15, and 2015-16, as indexed by the Bank of Canada CPI (Consumer
Price Index), with the understanding that the differential fees charged to graduate students of $5.00 for the Sport Medicine Clinic, $5.00/course for Fitness and Recreation courses, $5.00 for Recreation Activity Cards will be eliminated and that the differential charge to graduate students for a Fitness Centre Membership will be reduced from $15 to $10?"
“Do you agree to increase the Graduate Application Fee by $20.00 per applicant to a total of $120.00 per applicant, with the understanding that a majority “no” vote will likely affect the quality of the system”?”

### 10.20. Motion R12-02-#074 · Library Improvement Fund Referendum Question

**10.20. Motion R12-02-#074 · Library Improvement Fund Referendum Question**

(Library Improvement Fund Committee)

WHEREAS the PGSS is currently levying five dollars ($5.00) per student for both the Fall and Winter terms for the Library Improvement Fund

WHEREAS the Library Improvement Fund is required to go to referendum next year for renewal

WHEREAS the monies levied traditionally have been collected and accumulate for years

WHEREAS a reduction in the levy would continue to generate enough funds to be effective but not be likely to accumulate

**BIRT PGSS Council sends to referendum**

*Do you agree that the Library Improvement Fund be extended for five (5) years at a rate of three dollars ($3.00) per PGSS member for both the Fall and Winter Terms.*

### 10.21. Motion R12-02-#075 · Sustainability Projects Fund Fee Referendum Question

**10.21. Motion R12-02-#075 · Sustainability Projects Fund Fee Referendum Question**

(Envrionment Commissioner)

WHEREAS SSMU, MCSS, PGSS, and the McGill Administration have made commitments to supporting a culture of sustainability, as exemplified by the creation and operation of the Sustainability Projects Fund (SPF) in winter 2010, which is co-funded by students (50%) and administration (50%) and has funded 91 projects to date totaling two million dollars;

WHEREAS all members of the McGill community, including students, academic staff and non-academic staff are eligible to apply for SPF funding;

WHEREAS funding decisions are made by a consensus based committee with equal representation from students and McGill University;

WHEREAS the SPF was created in 2010 for a trial period of 3.5 years and such funds normally have a renewal period of 5 years;

WHEREAS a third-party review carried out in Fall 2012 concluded that the administration and governance of the fund has been successful in fulfilling the stated mission of the SPF;

WHEREAS further information about the SPF is available at [www.mcgill.ca/sustainability/spf](http://www.mcgill.ca/sustainability/spf), including application criteria, current projects, cumulative impacts, and other relevant documentation;
BIRT PGSS Council approve the following question for referendum (Winter 2013): “Do you agree to renew the Sustainability Projects Fund fee for the next five academic years (Fall 2013 through Winter 2018) with the per-semester fee as per the following fee schedule? Part-time (1-11.5 credits) $3.75, Full-time (12+ credits) $7.50, Additional Session $7.50, adjusted annually for inflation, conditional on McGill University matching this contribution? The renewed SPF would continue to be governed by a parity working group (equal numbers of students and staff) and accept project applications from any member of the McGill community.”

10.22. Motion R12-02-#076 · Motion Regarding a Graduate Student McGill Tribune Fee
(Secretary-General)

WHEREAS the McGill Tribune has formally made a request to the PGSS to ask its members via referendum whether they are interested in supporting the the financing of the newspaper via a fee

WHEREAS The McGill Tribune has been covering campus news since 1980, and has been independent since 2010

WHEREAS The McGill Tribune has covered news of interest not only to McGill's undergraduate population but the entire McGill community, including its graduate students.

WHEREAS the Tribune is in the strange position of covering events such as the PGSS Council Meetings, AGSEM rallies on campus, and more, all the while excluding graduate students from its membership

WHEREAS Graduate students may even sit on the Tribune's editorial board—and indeed, two already do

BIRT the following question be placed on the PGSS annual referendum:

"Do you agree that, starting September 2013, a non-opt-outable fee of $1 be charged to every PGSS member once per semester until May 31, 2015 to support the operations of the McGill Tribune, thereby making PGSS members of the Tribune Publications Society"

10.23. Motion R12-02-#077 · Library Improvement Fund Expenditure: Children’s Books
(Library Improvement Fund Committee)

BIRT PGSS Council ratify a total expenditure of up to one thousand two hundred dollars ($1200) from the Library Improvement Fund for the purchase of children’s books for each branch of the library.
February 23, 2013

To the PGSS Executive Committee and PGSS Board of Directors:

I offer the following facts concerning events that I experienced from Tuesday, February 19th, to Wednesday, February 20th, 2013, that have severely disenfranchised PGSS members and enabled repeated cases of vexatious behavior against PGSS members.

Feb. 19 to Feb 20 - After 4 email exchanges with the Chief Returning Officer (CRO) concerning the nomination period and hustings schedule, the CRO sent a general email to the "students who raised concerns" (Tue, Feb 19, 2013 at 4:48 PM, PGSS Chief Returning Officer, Appendix A). In response, I raised additional concerns regarding the CROs decisions and requested his termination, cc'ing the Secretary-General and Appeals Board member Daniel Simeone (Feb 19, 2013, at 7:55 PM, "gretchen king", Appendix A). The CRO replied to me only in a passive aggressive and disrespectful manner (Tue, Feb 19, 2013 at 8:08 PM, Appendix A), causing me to request his expedited removal (Wed, Feb 20, 2013 at 10:06 AM, Appendix A).

1:25pm, Feb 20 - I email the Appeals Board asking for a second time if the debate will happen at 5:30pm (Wed, Feb 20, 2013 at 1:25 PM, Appendix B). The Appeals Board convenes and after some time indicates the debates can move forward at 5:30pm.

5:45pm, Feb. 20 - I phone a PGSS member to find out if the debates are happening and am told they are underway. I leave for Thomson House and arrive at 6:15pm. See Appendix C for a narrative of my experiences at the debate.

For these reasons, I would like to Board and Executive Committee to entertain the following motion:

Whereas the duties of the Secretary-General as set out in the Society Operations Manual (SOM) include "the general management and supervision of the affairs and operation of the Corporation;"

Whereas the Secretary-General is mandated to "ensure that all rules and regulations set out in PGSS governing documents are followed;"

Whereas the Secretary-General is also responsible for "public relations of the PGSS;"

Whereas the Secretary-General retains all the duties and responsibilities of the CRO, when the position is vacant;

Whereas the PGSS debate organized and conducted by the CRO on Wed. Feb
20th, completely disenfranchised voters and enabled multiple aggressions against PGSS members and the Equity Commissioner;

**BIRT the PGSS Executive Committee and PGSS Board of Directors advise the March meeting of PGSS Council to censure the Secretary-General for not applying his own mandate set out in the SOM;**

**BIFRT the Executive Committee draft, in collaboration with the Board of Directors and the Equity Committee, and present a non-aggression policy for consideration to March Council.**

I would also like to raise concern that there are potentially multiple conflict of interests that should be considered: 1) The CRO who resigned on February 21 still maintains contractual relations with the Board of Directors; 2) Four of five Executive Committee members (Secretary-General and the Academic Affairs, Internal Affairs and Member Services Officers) are incumbents in the current election process; 3) Three of these incumbents (Secretary-General, Academic Affairs, and Internal Affairs) were participants in the debate and did not intervene as requested by PGSS members, including elected representatives from the Education Graduate Students Society-GSA, Art History and Communication Studies-GSA, and the Association of Graduate Students Employed at McGill, and the External Affairs Officer and myself as Equity Commissioner; and 4) During the Feb 20th debate, a member of PGSS formally expressed concern about repeated anecdotal reports among graduate students of oppressive and abusive behaviour by PGSS executives.

In light of the CROs vexatious behavior and in the absence of immediate action by the Secretary-General to maintain an equitable environment at the Feb. 20th debate, I request the Board and the Executive Committee affirm the need for a no tolerance policy regarding hostile and discriminatory behaviour by PGSS contract employees and uphold that every PGSS member has a responsibility to prevent such incidents from reoccurring.

To date, I have received no acknowledgment of wrong doing or apology from the former CRO. This concerns me deeply as he is still an employee of PGSS. Thus, I am also requesting a formal, public apology from the Board and the Secretary-General to rectify these unfortunate events.

Please inform me what actions will be taken to address the above matters.

Gretchen King  
Equity Commissioner  
Post-Graduate Students’ Society (PGSS), McGill University
Appendix A

---------- Forwarded message ---------
From: gretchen king <gretchen.king@mail.mcgill.ca>
Date: Wed, Feb 20, 2013 at 10:06 AM
Subject: Fwd: requesting the termination of the CRO Re: elections
To: PGSS Elections Commissioner <elections.pgss@mail.mcgill.ca>
Cc: Sec-Gen Pgss <sec-gen.pgss@mail.mcgill.ca>, Daniel Simeone <daniel.simeone@gmail.com>

Hello Brock--

Your intention to disregard my criticisms and concerns as generated by an "asshole" hacker only provides additional evidence for your expedited removal as CRO.

Your reply to me is an attempt to manipulate and disenfranchise me as a PGSS member. This behavior conflicts with the mandate of the CRO.

Additionally, I would like to remind you that as a PGSS employee you are bound by PGSS policies which include the policy on equity and diversity. Thus, I request you immediately cease this discriminatory and harassing behavior.

Thank you.

--gretchen

---------- Forwarded message ---------
From: PGSS Chief Returning Officer <elections.pgss@mail.mcgill.ca>
Date: Tue, Feb 19, 2013 at 8:08 PM
Subject: Re: requesting the termination of the CRO Re: elections
To: Gretchen King <gretchen.king@mail.mcgill.ca>

Please check your email security settings. I am afraid you might have been hacked as it seems some asshole is sending emails from your accounts.

Brock N. Rutter
Envoyé de mon iPhone

On Feb 19, 2013, at 7:55 PM, "gretchen king"
<gretchen.king@mail.mcgill.ca> wrote:

> Hello Brock--
> 
> 1. I am deeply disturbed by your suggestion that PGSS members offer a
> solution that does not involve burdening of you with any rescheduling
> as this completely disregards my complaint (and those made by others)
> and further disenfranchises all PGSS members;
> 
> 2. I am also concerned that you are privately asking for additional
> nominations rather than democratically re-opening the call for
> nominations as mandated by Chapter 9, Section 2, 1.4;
> 
> 3. As CRO you are employed to uphold the regulations to the highest
> degree, not to pick and choose which articles you will follow and when
> you will not follow any;
> 
> 4. This is true even for the dates of the hustings which have not had
> proper notice as a minimum of one week is required. PGSS members
> received notice on the 18th for the Hustings on the 20, 22 and neither
> date fall into the one week minimum standard required in Chapter 9,
> Section 8, 2;
> 
> For all these reasons I am cc'ing this letter to the Secretary-General
> and the Appeals Board to alert them to your misleading and coercive
> behavior that I believe requires your termination as CRO.
> 
> Thanks for your time,
> gretchen
> 
> On Tue, Feb 19, 2013 at 4:48 PM, PGSS Chief Returning Officer
> <elections.pgss@mail.mcgill.ca> wrote:
> >> Hello,
> >>
> >> This email is address to three students who raised concerns over the
> >> application of the rules regarding extending the period to submit petitions
> >> and the rescheduling of the general election.
> >>
I maintain that my interpretation of the rules is correct and that rescheduling the election would be too burdensome at this point and should not be done. However, I want to know if any of you see any other solution to this problem that would satisfy you. I am open to any solutions you might suggest that do not involve rescheduling the elections.

Again - please also submit any petitions you might have or might have been working on and please advise others to do the same if you are in contact with them.

Regards,

- Brock

PGSS Chief Returning Officer
Appendix B

---------- Forwarded message ----------
From: gretchen king <gretchen.king@mail.mcgill.ca>
Date: Wed, Feb 20, 2013 at 1:25 PM
Subject: Re: Appeal - Request for Information
To: Daniel Simeone <daniel.simeone@gmail.com>

Hello Daniel--

Is there any update on this appeal? Or on the debates tonight?

Did you receive my last message from/to the CRO?

Thanks again for your time.

--gretchen

On Tue, Feb 19, 2013 at 8:17 PM, gretchen king <gretchen.king@mail.mcgill.ca> wrote:
> Hello Daniel--
> 
> I have just forwarded 6 messages your way, the last is the one
> announcing the hustings.
> 
> I am deeply concerned the the first debate is scheduled for tomorrow,
> without proper notice and with an appeal in progress as well as a
> termination request regarding the CRO.
> 
> Thank you for your attention to these matters.
> 
> --gretchen
> 
> On Tue, Feb 19, 2013 at 7:40 PM, Daniel Simeone <daniel.simeone@gmail.com> wrote:
> >> Dear Ms. King,
> >> 
> >> Thank you for the submission of your complaint to the Appeals Board. As time
> >> is of the essence, I am taking the initiative, without having spoken with
> >> the other members of the Board yet, to ask you a few questions regarding
> >> your complaint. They are CC'd on this email, and I ask that you reply-to-all
In my reading of your complaint, you make two specific claims, notably:

Claim: The Chief Returning Office of PGSS has closed the nomination process even though all of the candidates are running unopposed.

Claim: This is a violation of Chapter 9, Section 2, 1.4: "Communicate with PGSS members an extension of the nomination period for one (1) week for any position attracting one (1) candidate or less."

The second claim is a matter of fact, which we may verify in the relevant governing documents.

For the first claim, it would be helpful if you could provide any evidence you have to support the claim - emails from the CRO, official notices, etc.

Thank you for your help,

Daniel

--

Daniel Simeone

PhD candidate,

Candidat au doctorat,

Université McGill University
Appendix C

On Wednesday, Feb 20th, I arrived at Thomson House to attend the election debate that was underway in the basement. I sat down just as a PGSS member was beginning to address a question to the candidates. I was immediately aware of a conflict taking place as the member prefaced her question with concerns and criticism regarding the CRO's aggressive and manipulative behavior during the debate.

When I rose to address my question to the candidates, the CRO stood as well in an intimidating manner. As I addressed the candidates concerning their faith in the current election process and CRO, the CRO moved closer to me, interrupting my question to say, “You are an asshole.” At this moment several members in the audience repeated what the CRO said and demanded that he be removed from the debate. As you are aware, this was not the first time the CRO called me an asshole (see email from Wed, Feb 20, 2013 at 10:06 AM). The CRO is clearly refusing to stop his discriminatory and harassing behavior.

As a contract employee of the PGSS, the CRO is responsible for the implementation and oversight of all PGSS elections; this includes communicating in a responsible manner with PGSS members. Further, the CRO and all Executives members are also bound by PGSS policies, including the policy on Equity and Diversity, which states that PGSS will take a leadership role in promoting equity and diversity as well as opposing discriminatory practices. As members of the McGill community, the CRO and PGSS Executives have a “responsibility for respecting the dignity of, and giving fair treatment to all members of the University community … and each person is responsible for promoting and maintaining an equitable environment” as outlined in McGill’s policy on harassment (p. 11).

Though three executive members (including the Secretary-General, Academic Affairs Officer, and Internal Affairs Officer) of PGSS were sitting at the candidates’ table at the front of the room, none of them moved to ask the CRO to leave as requested repeatedly by multiple members of the audience. A fourth executive member of PGSS (the External Affairs Officer) in the audience called for the CRO to leave the room. The CRO did not leave. Rather, he shouted at the entire PGSS membership in the audience (and within full view of 40 or so PGSS members who were mostly PGSA Executive members waiting in the basement for an event to start after the debate): “You people are ridiculous. You aren’t fit for this university, you aren’t fit for society,” and
then he walked out (See McGill Daily, Additional Sources).

The CROs hostile behavior and use of insulting comments to shout down PGSS members was legitimized by the inaction of most of the Executive members of PGSS. My experience during the Feb. 20th debate is an affront to my dignity as an active participant in PGSS, second-term councillor, and the current Equity Commissioner.
Additional Sources


Academic Affairs Officer
Council Report April 10 2013
Adam Bouchard

Activities occurring:
March 13th through April 5th 2013.

March 18th – Executive Meeting (by phone)
March 20th – McGill Senate
March 20th – Council
March 20th – Annual General Meeting
March 27th – Meeting with Kreiswirth

April 2nd – Senate Nominating Committee
April 3rd – Executive Meeting
April 5th – Meeting with Drew Love
April 5th – Meeting concerning Student-Supervisor Survey
April 5th – Meeting with the Provost

Announcements and Updates

Committees to be Filled
At this link: https://pgss.mcgill.ca/en/committees you will find a spreadsheet of all vacant committee positions and the nomination form to sign up. These committees help PGSS and the University function smoothly, are a great addition to a CV, and give you a chance to meet new people and learn more about McGill. Submit your nomination form to info.pgss@mail.mcgill.ca by April 22nd.

At this link: https://pgss.mcgill.ca/en/commissioners you will find descriptions of the four Commissioners of the PGSS. If you are wanting to participate in leading the PGSS in Member Support, Equity, Environment, or Health initiatives this is a paid position with great opportunities to help other graduate students. You should email the current commissioner if you have any questions about the position and then email your nomination form (from the first link) to info.pgss@mail.mcgill.ca by April 22nd.

Adam Bouchard.
Academic Affairs Officer.
academic.pgss@mail.mcgill.ca
Financial Affairs Officer Report March 22nd-April 4th

Meetings:

**Daily transitional meetings with the Business Manager, Accountant, Secretary General, Administrative Coordinator and Student Life Coordinator**

The purpose of these meetings has been to be as quickly as possible brought up to date on the internal workings of PGSS and the tasks that need to be done between now and the end of the fiscal year. One of our top priorities currently is preparation for drafting a budget which can be presented before the last council meeting of this fiscal year. To that end we began by looking at revenue levels and examining the expenses of the society from this fiscal year while trying to make projections as accurately as possible for the rest of the year. Additional preliminary analysis of the budget has been conducted.

As this position has been vacant for a number of months there are also a number of projects will require attention. In the next month there are plans to work more closely on the Daycare Project with the MSO. Other important activities that will be addressed are

**April 3rd Meeting of the Committee on Monetary Affairs**

Discussion on proposals for fee recommendations for the next fiscal year

Discussion on amendments for the Grants Review Policy

**April 3rd Executive Council meeting**

Approval for funds to for the allocation of funds

**April 4th Board of Directors Meeting**

Discussion on allegations brought forward to the BoD

**Tasks Completed**

Full review and update of the budget. Assessment of the revenue needs for the Society for the fiscal year 2013/2014 as well drafting a motion for council to approve a referenda question in regards to fees

Review of the Grants Committee policy and drafting of a proposal to be presented at this council
List of Meeting attended since last council:

- March 22: QI-meeting
- April 3: Executive Meeting
- April 4: BOD meeting
- April 5: Meeting with Student Life Coordinator
- April 7: Sugar Shack Trip
- April 9: Trivia Night

QI-Meeting
In the meeting I brought forward the perspective of graduate students to any kind of development with potential graduate student involvement. I brought forward that if graduate students were to be employed, office space had to be considered in the development, as supposed to only lab space. I was told that this point was not pertinent to the discussion. I also brought up the point of authorship and intellectual property, which also did not seem pertinent to the discussion.

Promotion of Business side events
I have promoted the IPA tasting and the comedy night, which were both events organized by the business side. I have heard good feedback about the tasting, and hope that there will be more collaborations and cross promotion in the future.

Allegations in the McGill Daily
The allegations made by Errol Salamon and Gretchen King to the McGill Daily are unfounded and baseless. I decry the behaviour of trying to tarnish the reputation of individuals, and overall bringing harm to the Society as a whole.
Needless to say, the past two months have been extraordinarily challenging for many people involved in the PGSS and for the organization itself.

In terms of activities, the PGSS co-organized with SSMU what was likely the first-ever Town Hall between members of the Board of Governors and students. PGSS members presented on the topics of the postdoc experience and family care issues.

PGSS members made several points at Senate regarding McGill’s Statement of Principles Concerning Freedom of Expression and Freedom of Peaceful Assembly and Operational Procedures, as well as proposed changes to the Student Code of Conduct. I also asked a question about reviewing the composition of Senate, including the possibility of including unionized employees on Senate.

### Representation

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/9</td>
<td>FEUQ congress</td>
<td>Discussed international students’ obstacles to integration; successfully changed operating procedures of the FEUQ to ensure English documents are made available in advance of meetings</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/11</td>
<td>Town Hall with Provost and VP Finance and Admin.</td>
<td>Emphasized support for the teaching budget and academic mission of the university</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/11</td>
<td>Town Hall between students and the Board of Governors</td>
<td>Chose student-professor relationships as topic for open discussion at Senate; advised Principal to announce withdrawal of protocol on demonstrations etc. and replacement with statement of principles prior to Senate</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/12</td>
<td>Board of Governors</td>
<td>Routine matters</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/19</td>
<td>Senate</td>
<td>Emphasized the importance of the academic mission in addressing budget cuts; moved a successful motion against cuts in government funding to universities</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/22</td>
<td>FEUQ special congress</td>
<td>PGSS motion to make budget cuts and the need for reinvestment a priority at the summit passed</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2/25</td>
<td>FEUQ “war room” on the Education Summit</td>
<td>Discussed progress of the summit with other associations</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td>Outcome</td>
<td></td>
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<tr>
<td>3/12</td>
<td>Board of Governors Committee to Advise on Matters of Social Responsibility</td>
<td>Discussed procedural matters regarding two petitions</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/13</td>
<td>Meeting with Ubriety, provider of PGSS content management system</td>
<td>General update and setting out of milestones and priorities for coming months</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/19</td>
<td>Meeting with Dean Christopher Manfredi</td>
<td>Discussed reduction in small-enrolment courses in arts; lobbied for greater consultation of affected workers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/19</td>
<td>Citizen’s Council</td>
<td>Discussed structure of potential council of university stakeholders and issues to be addressed</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/19</td>
<td>Meeting with Principal and student leaders</td>
<td>Discussed responses to budget cuts</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/20</td>
<td>McGill Senate</td>
<td>Discussed proposed changes to student code of conduct; discussed Statement of Principles Concerning Freedom of Expression and Freedom of Peaceful Assembly; discussed Operational Procedures; discussed professor/student interactions; asked a question about reviewing the composition of Senate, including the possibility of including unionized employees on Senate</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/4</td>
<td>Board of Governors Nominating, Governance, and Ethics committee</td>
<td>Discussed appointments to various committees and board and committee evaluations</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/5</td>
<td>Anthony Masi, Provost, Martin Kreiswirth, Dean of Graduate Studies, Morton Mendelson, Deputy Provost</td>
<td>Discussed budget cut effects on postgraduate students; lobbied for greater incentives to ensure international students receive waivers for differential tuition fees; discussed student services and athletics budget; discussed progress in student-supervisor relations projects</td>
<td>Ongoing</td>
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Further information

<table>
<thead>
<tr>
<th>Upcoming events and activities</th>
<th>Date</th>
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</table>
The Executive Committee is working to prepare for the upcoming education summit and responding to the funding cuts at McGill.

### Executive Committee

<table>
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<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/25</td>
<td>Executive Committee</td>
<td>Discussed response to faculty of arts classes, Quebec Education Summit, upcoming conference</td>
<td>Ongoing</td>
</tr>
<tr>
<td>3/18</td>
<td>Executive Committee</td>
<td>Approved funding for various causes; execution of council motions</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/3</td>
<td>Executive Committee</td>
<td>Discussed response to hustings; discussed intrapersonal relations</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

### Further information

Upcoming events and activities

<table>
<thead>
<tr>
<th>Recommendations</th>
<th>Action</th>
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### Governing documents

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<tr>
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<th>Follow up</th>
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Further information

Upcoming events and activities

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</thead>
</table>
**Environment Commissioner - Kelly Nugent**  
February 7th to April 2nd, 2013

Acronyms:  
PGSS Environment Committee-PEC  
Sustainability Coordinating Group- SCG  
Executive Commissioner Caucus- ECC

**Report to PGSS Council**

a. **Meetings**  
   i. Feb 13- PEC  
   ii. Feb 13- Council  
   iii. Feb 14- meeting of Executives and Commissioners on upcoming elections  
   iv. Feb 15- Vision 2020 Steering Committee  
   v. Feb 19- meeting with PEC members individually  
   vi. Feb 19- SCG  
   vii. Feb 25- meeting with Martin, Director of Office of Sustainability  
   viii. Feb 25- ECC  
   ix. Feb 28- PEC  
   x. Mar 13- Divest McGill presentation to execs  
   xi. Mar 14- Vision 2020 presentation to execs  
   xii. Mar 20- Council and AGM  
   i. Divest McGill motion passed  
   xiii. Apr 02- PEC  

b. **Activities**
   i. Feb 25- Vision 2020 Making It Real event at Thomson House  
   ii. Organizing presentations by Vision 2020 and Divest McGill to the ECC  
   iii. Organizing a 20 cent rebate for travel mugs at Thomson House  
   iv. Creating a PGSS Handbook survey  
   v. Coordinating publicity of PGSS Handbook survey  
   vi. Creating PEC feedback survey  
   vii. Aiding the Sustainability Coordinator with the Sustainability Action Plan draft  
   viii. Creating a motion for the renewal of the PGSS Sustainability Coordinator position  
   ix. Apr 03- attended 3rd annual Catalyst Awards Gala  

c. **Upcoming Events or Meetings**
   i. Apr 09- TH Garden Workshop: Grow Your Own Seedlings! 5:15 to 6:30PM

Sincerely,

Kelly Nugent

environment.pgss@mail.mcgill.ca
Hi Councilors,

If you are interested in becoming part of “Committee for Member Support” (CMS), please contact me at the email address below

1. Meetings

- PGSS Council meeting- Wednesday, March 20th 2013 (5:30PM- 6:30PM)
- CGSS new member orientation- None
- Meetings with new graduate student inquiries- All (8) email inquiries
- Exec-Commissioner caucus- None
- Other meetings- PGSS Annual General meeting- Wednesday, March 20th 2013 (6:30PM-9:00PM)
- PGSS Accreditation vote (McIntyre polling station)- March 11th to March 13th 2013 (11:30AM-1PM)
- Meeting with Member Services Officer- Wednesday, February 27th 2013 (5PM- 5:30PM)

2. Committee for Graduate Member Support (CMS) related activities

- Active cases- 21
- New inquiries - 8
- TFSS applications- No new applications
- Resolved cases- 4

3. Planning, communications

- To follow up with University officials for needs based bursary

Vikrant Bhosle
Member Support Commissioner
Post-Graduate Students’ Society of McGill University
Email- cgss.pgss@mail.mcgill.ca
Health Commissioner – Helena Zakrzewski

Report to Council
February 6th, 2013 to April 3rd, 2013

I. Meetings Attended
a. Wednesday, February 13th, 2013 – HAWC February Committee Meeting
b. Monday, February 25th, 2013 (?) – Executive Commissioner Caucus
c. Wednesday, March 13th, 2013 – HAWC March Committee Meeting
d. Wednesday, March 20th, 2013 – Strategic Mental Health Initiative Meeting
e. Wednesday, March 20th, 2013 – PGSS Annual General Meeting

II. Activities
a. Answered numerous e-mails re: PGSS Health & Dental Plan questions
b. Inquired with ASEQ re: PGSS Health & Dental Plan complaints
c. Revaluated and amended HAWC work plan for the upcoming semester
d. i. Continued execution of the work plan for the term for HAWC
   ii. Coordinated members of HAWC in completing aforementioned work plan
e. Coordinated with McGill Health Promotions re: collaboration and service provision

III. Upcoming Meetings
a. MHSAB Meeting scheduled for Thursday, April 4th, 2013
b. ACIS Meeting scheduled for Thursday, April 4th, 2013
c. HAWC April Meeting scheduled for Wednesday, April 10th, 2013

IV. HAWC Work Plan Outline
a. Monthly Health and Wellness themes to guide achieving goals in promotional and educational events
   i. March: Women’s Health Month – Event: Women’s Health Workshops:
      Self Defense Workshop: Tuesday, March 19, 2013
      Women’s Equality Workshop: Tuesday, March 19, 2013
b. Development of HAWC Website
c. Development & Administration of a PGSS Health Plan Survey

Sincerely,

Helena Zakrzewski
Equity Commissioner Report (April 2013)
Draft prepared by Gretchen King and reviewed by the Equity Committee

Meetings: SEDE (April 2) and monthly Equity Committee Meeting (April meeting, TBC).

Completed tasks
- We have revised the Equity Experiences Survey;
- We have revised the PGSS policy on Equity and Diversity (see amended policy and motion for Council's review below),

Work in progress
- We are participating on a ad-hoc committee struck by the Joint Senate-Board Subcommittee on Equity to establish an university-wide equity statement (ie. not policy) and a committee to select the winners of the first Equity Awards at McGill;
- Preparing promo and distro plan for Equity Experiences Survey;
- April event – Powerpoint presentation on “History of McGill told through Struggle;”
- Still trying to book a mood watchers training, in collaboration with SSMU EqC, and would like to organize mood watchers for future Council meetings and AGM;
- Working with the Sustainability Coordinator to prioritize STARS recommendations around social sustainability;
- Still following-up with AGM 2012 motion for an independent audit of securitization on campus and a review of alternatives to private security;
- McGill's policy on Harassment, Sexual Harassment, and Discrimination is under review and due to recent events around the PGSS Executive Elections, we are collecting resources, and consulting with a McGill Assessor, to draft a no tolerance or non-aggression policy for PGSS members, representatives, and staff. We had no consultation with the PGSS Board of Directors concerning the amendments to the Corporate Operations Manual, though our participation was offered during the Feb. 26 Board meeting.
- We have recently begun work to make SSMU clubs more accessible to PGSS members and are now exploring procedures for the organization of PGSS Clubs;

Thank you for reading this report. Any questions or comments can be sent to equity.pgss@mail.mcgill.ca.
PGSS Policy on Equity and Diversity (Amended ___, 2013)

Preamble

The PGSS uses the term equity to recognize that, both historically and presently, certain groups of people are systematically denied access to education or the opportunity to fully participate in the University community, whether as students, professors or members of University staff. These groups include, but are not limited to:

- Ethnic minorities
- People whose first language is neither English or French
- Indigenous peoples
- People of minority sexual orientations and gender identities
- People of underprivileged socio-economic status
- People with disabilities
- Visible minorities
- Women
- Francophones at McGill

Equity is, therefore, an awareness of the past and present marginalization of certain groups that underpins the lack of access and respect in society for those groups, and corresponds to the privileging of other dominant groups within society. Working for equity and diversity includes prompting the creation of policies and actions that change these disparate power relations and to remedy the negative impacts they cause. PGSS is committed to taking on a leadership role on issues of equity and diversity within the PGSS membership by advocating for inclusiveness and social and economic justice through recognition, respect, numerical representation, accountability, and responsibility. As such, the PGSS Policy on Equity and Diversity was adopted.

Policy

1. All staff and representatives of the PGSS are accountable for the implementation of this Policy.
   1.1 This Policy shall apply to all activities and events hosted, funded, and promoted by the PGSS; including written or graphic material, which is published, distributed, endorsed, or funded by the PGSS and activities, events, and promotions held in the Thomson House.

2. As student leaders and representatives serving a diverse membership, and recognizing equity is both an individual and a collective responsibility, the PGSS has a responsibility to act with full respect for human dignity and without discrimination.

3. The PGSS commits itself to language, structures, programs, and activities that promote the full-democratic participation all its members.

4. The PGSS shall demonstrate leadership in matters of equity, diversity, and social sustainability. Thus, PGSS is committed to building a University community that embraces its own diversity, supports the pursuit of a range of intellectual endeavours representative of the pluralistic nature of its membership, and works to expose and eradicate discrimination, harassment and removing barriers and actively promoting inclusivity.
5. To broaden the scope of ideas and perspectives that contribute to our community, the PGSS will actively recruit students from diverse backgrounds and experiences to participate on PGSS Council and committees, as well as to represent PGSS on external bodies.

6. The PGSS calls upon McGill University to:
   6.1. Provide resources, programs, and services to support members of our community;
   6.2. Continue to pursue initiatives designed to actively educate, heighten awareness, and provide opportunities for dialogue about equity and diversity-related issues.
   6.3 Take a leadership role in the realization of equity by promoting anti-discrimination, anti-harassment, employment equity, accommodation and salary equity within its employment and governance structure.

7. The PGSS will endeavour through the usual course of its operations:
   7.1. Not to affiliate or collaborate with organizations known to promote or engage in discriminatory practices;
   7.2. To actively support projects that aim to end discrimination or to promote diversity, mutual-aid, and inclusiveness in the McGill community;
   7.3 To regularly evaluate social sustainability in all aspects of the PGSS and to actively cultivate an equitable and respectful environment by providing resources and trainings for PGSS members and representatives.

8. The PGSS will maintain an Equity Complaint Process facilitated by the Equity Commissioner, in consultation with the PGSS Equity Committee, and ratified by Council.
   8.1 This process should offer an online complaints form, informal and formal resolution procedures, and, where applicable, refer to the PGSS Committee for Member Support, university procedures and policies, or to an external legal sources;
   8.2 The Equity Complaint Process will produce a final report that maintains confidentiality, will be kept on record by the PGSS, and offers outcomes that may include, but are not limited to, recommended: A) Mediation or dispute resolution; B) Letter(s) of apology; C) Censure, suspension, or dismissal from position in PGSS employment, membership, and/or representation; D) Suspension of PGSS financial support for activities organized by associations or groups that violate this Policy; and E) Trainings, workshops, or other resources.

Motion for Council

Whereas the Equity Committee shall “Be responsible for the presentation to the Council of policy related to equity concerns of the membership” (Section 10 1.1.1);

Whereas the Equity Committee has amended the PGSS Policy on Equity and Diversity (see original text in *italics* the amended document and also the full original policy on pp. 71-72 of PGSS By-laws and Manuals);

BIRT Council entertain a debate and vote on the proposed policy changes.
Amendments to the Grants program funding policy

Part A: Objective criteria
Each member of the Member Services Committee verifies the answers to questions in Part A and grant points are awarded accordingly.

1) Is the number of PGSS participants greater or equal to 45?
   
   **Answer Grant points**
   Yes 1
   No 0

2) Is the event held near or on campus?
   
   **Answer Grant points**
   Yes 1
   No 0

3) Is participation open to all PGSS members?
   
   **Answer Grant points**
   Yes 1
   No 0

Part B: Committee recommendation

In your opinion, does this application contribute to the betterment of the PGSS/McGill community? (As outlined in The Society Affairs Manual: Chapter 13, Section 1:1,2)

**Answer Weighting factor**
Yes 2/3
No Opinion 0
No -2/3

Each member assigns a weighting factor to each grant application. To calculate the grant points for Part-B, the sum of the weighting factors is calculated.

That sum is then multiplied by the ratio N/n (where n = the number of voters, and N = the number of eligible voters), in order to account for absent members, giving the value $\chi$.

Weighting for the committee recommendation and corresponding grant points will then be calculated as follows:

**Total weighting factor Grant points awarded**
- $2 \leq \chi < -4/3 = -2$
- $-4/3 \leq \chi < -2/3 = -1$
- $-2/3 \leq \chi \leq 2/3 = 0$
- $2/3 < \chi \leq 4/3 = 1$
- $4/3 < \chi \leq 2 = 2$
Part C: Final Decision on the application
The sum of the grant points from Parts A and B determines the application decision as
specified below:

Total grant points Decision
≤ 0 Rejected
1 Low priority
2 Medium priority
≥ 3 High priority

A grant can furthermore be rejected if the review committee, with a 2/3 majority, decides
that the grant does not meet the conditions set out in the Grant Policy found in the Society
Activities Manual Chapter 13, Section 1:1,2.

Part D: Additional conditions
1. For grants requesting more than $100, up to 50% of the approved funds may be used on
food and beverages.
2. For grants requesting less than $100, condition 1 does not apply.
3. The events that are open to all PGSS members must be submitted to the PGSS
newswire and posted on the PGSS Facebook page.
Investigating Community Participation and Engagement in Sustainability Projects at Thomson House

Daphne Ben David
Marzieh Ghiasi
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Anna Hermanson, Jessica Lukawiecki
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Client: Post-Graduate Students’ Society (PGSS)
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ENVR 401 McGill University
The Post-Graduate Students’ Society (PGSS) is an organization that represents more than 8,000 graduate students and postdoctoral fellows at McGill University. Last year, the PGSS established the Sustainable Thomson House (STH) project to identify and coordinate efforts to create a more sustainable space in their physical location, the Thomson House building. As the organization began to develop an action plan and framework for sustainability, it became apparent that there was a need to identify the role of the Thomson House community within this framework.

Our research project has focused on identifying pathways for ongoing engagement between STH and the Thomson House community. To achieve this, we have identified community definitions of sustainability, located possible and effective lines of communication, and identified barriers and opportunities to project continuity. Our results were derived from responses of 315 surveys completed by members of the Thomson House community, and 15 interviews with PGSS executives, Thomson House staff, and local experts of sustainability. Our results helped describe community definitions of sustainability, Thomson House members’ sustainability initiative preferences, the reasoning behind these preferences, and their likelihood to participate in various sustainability projects.

Our results and discussion point to a number of interesting conclusions relevant to the drafting of the STH Sustainability Action Plan. We found that the Thomson House community has very diverse views on sustainability, but there is a strong focus on local solutions, waste reduction, education and awareness, and long-term strategizing. We found varying levels of willingness to engage with the different social, physical, and economic components of the organization. The most significant limitation indicated was time constraint, whereas motivations for involvement included concern for environment and personal health. We found that certain mediums may be more effective than others for communication—email was the preferred method of communication for respondents. Additionally, the idea of knowledge sharing as a means of community engagement in sustainability came up more than any other theme in expert interviews and long-answer survey responses. Finally, we found varying levels of interest and present engagement in sustainability initiatives in Thomson House. Notably, staff members and people who frequent Thomson House more than three times per week indicated being most willing to contribute to sustainability in Thomson House. These results informed the eight specific recommendations for STH and their Sustainability Action Plan put forth in this report.

Our eight recommendations are related through three themes we believe to be integral to the success of STH: continuity, connectivity, and communication. Continuity refers to institutionalizing sustainability initiatives and fora of engagement and dialogue. Connectivity is the process of reaching out to other groups, organizations, and institutions with related goals to achieve community-negotiated change. Finally, communication means the need for sustained, transparent dialogue within Thomson House, specifically between STH and the rest of the Thomson House community. The sharing of ideas within the ever-changing Thomson House community and between other organizations and individuals through communication, connectivity, and continuity will help engage stakeholders in visioning the future of a collectively-defined Thomson House.
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1. Context

1.1 Sustainability at the Local Level

The term ‘sustainability’ has permeated many arenas including academic discourse, social and economic cultures, and governance approaches. However, the meaning of sustainability and the purpose of sustainability oriented institutions remain the subject of contention (Carvalho 2007; Murdoch 2004; Brundtland 1989). The 1987 Report of the World Commission on Environment and Development, the Brundtland Report, described sustainable development as a process that balances the needs of the present with the needs of the future in social, economic and environmental spheres. This has become a popular working definition for sustainability studies.

2.1.2 Defining Sustainability at the Local Level

At the time of the Brundtland report the physical, economic and social dimensions of sustainability were considered on international and national scales. Since then, however, there has been a shift of focus to sustainability at the local community level through education and increasing engagement. This shift has occurred in parallel with recognition that while formal institutional structures are important, sustainability is embedded in a specific context, and it is in this context that the culture of a community underpins and drives sustainable practices (Duxbury and Gillette 2007). This has been evident in academic institutions such as McGill University, which has established the McGill School of Environment, the McGill Office of Sustainability, and the Sustainable Projects Fund (SPF) in response to community needs. As well, a shift to local movements is evident in various student-led initiatives, such as Edible Campus, Organic Campus,
Increasingly, there has been recognition that local communities and campuses are well positioned to identify their context-specific needs, and to create locally-adapted solutions.

1.2 Community Engagement in Sustainability

1.2.1 Defining Community Engagement

Community engagement consists of an ongoing consultation process between stakeholders where they are able to create an initiative and subsequently influence its evolution based on the changing needs and interests of the community (Ramírez et al. 2005). For this reason, the need for community-specific, locally-adapted strategies has been emphasized by scholars in sustainable development and sustainable planning (Laukkonen et al. 2009), and is now being considered tantamount to the success of emergent projects. Consequently, community engagement can be understood as an investment in the social capital of a project, and that is a network between individual members of an organization facilitating connections, trust, and volunteerism in working towards commonly understood goals (Narayan and Cassidy 2001).

Studies investigating the effects of community engagement have identified a variety of benefits associated with increasing engagement and capacity for decision-making at the level of the community (Pollock and Whitelaw 2005). These include strengthened relationships between governing institutions and individuals and development of greater social capital (Pollock and Whitelaw 2005). It is the development of social capital, in particular, that researchers are attributing many successes. Schmitz et al. describe that “solving critical environmental problems through the work of communities generates new kinds of knowledge and delivery systems through circular
and intertwining processes” (2010) and often presents creative and efficient solutions to local problems (Konisky and Beierie 2001).

In this sense, community engagement represents an alternative to impositional, top-down sustainability programs that often fail to inspire meaningful change (Fraser et al. 2006; Sarkissian 2012; Huggins 2012). Failure to recognize the importance of community engagement in sustainability initiatives has arguably contributed to the downfall of many global initiatives oriented at more sustainable futures (Goodman 2011). This can be attributed to the fact that in many cases “success is dependent upon re-envisioning problems and possibilities, approaches to communications, use of technology, and the development of processes and systems that can facilitate positive outcomes” (Schmitz et al. 2010).

1.2.2 Community Engagement and Institutional Memory

Community engagement has been shown to improve effectiveness and the likeliness for persistence of sustainability-oriented projects because it capitalizes on pre-established modes of community and inheritance (Fraser et al. 2006; Huggins 2012; Boothroyd 1991). These modes can help sustainable development projects to achieve institutional memory, which is defined by the Society of American Archivists as: “The information in records and in individuals’ personal knowledge that provide an understanding of an organization’s or group’s history and culture, especially the stories that explain the reasons behind certain decisions or procedures” (2012). It is a set of stories, facts, or objectives that transcend the individuality of single experience and become compounded into an organizational body, helping to promote the continuity of an organization.
Institutional memory is particularly important to organizations that experience high-turnover rates in stakeholders (such as student-led university campaigns), and where pre-existing structures or guidelines help build lasting foundations (Aslin and Brown 2008). Instead of reinventing the proverbial wheel, more human energy can instead be made available for problem-solving and creative innovation (Rothwell and Kazanas 2003). Institutional memory can hence lend itself to the continuity of a project, and is of particular importance to fields such as sustainable development in which the end goal reaches so far into the future.

1.3 Client Profile and Project Basis

Local communities can be a starting point for creating community-generated cultural change. McGill University is an institution with many of its own sub-communities, including our client: the Post-Graduate Students Society (PGSS). The PGSS represents and supports more than 8,000 graduate students and postdoctoral fellows at McGill University.

Following broader sustainability initiatives, our client is interested in creating a more ‘sustainable’ space with regards to their physical presence on campus: the Thomson House building. The building is home to the PGSS, and holds offices, a restaurant, a bar and a garden, and is a social space for the exclusive use of its postgraduate members and staff. The objective of our client is to create a space within Thomson House that involves a more sustainable community, both via infrastructure and operations of the building. This idea sparked the creation of the Sustainable Thomson House (STH) project.

STH was initiated by postgraduate students interested in implementing projects to promote environmental sustainability in Thomson House. In 2011, three years after its
inception, the PGSS received $30,000 from the McGill’s Sustainable Project Fund (SPF) to initiate Phase 1 of the STH project. The PGSS hired Sustainability Coordinator Shona Watt, our contact, to oversee the project. Under Watt’s supervision, students and volunteers have been conducting a building and operational audit of Thomson House and PGSS activities in order to determine how best to improve sustainability of infrastructure and practices going forward. Using a modified version of The Sustainability Tracking, Assessment & Rating System (STARS) developed by The Association for the Advancement of Sustainability in Higher Education (AASHE 2012), the team has compiled a list of recommendations that are to be put into a Sustainable Action Plan for potential implementation at Thomson House.

While an audit was conducted of the physical dimensions of sustainability in Thomson House, community involvement and engagement had largely been limited to two community consultations. Our preliminary literature review suggested that engaging the community in a visioning process and the implementation of sustainability oriented projects as vital to creating change.
2. Research Question

Our research goal was to locate pathways for ongoing engagement between STH and the Thomson House community. For the purposes of this project, community engagement will be defined as any ways in which the Thomson House community interacts meaningfully with the STH project; in other words, it is the creation of a dialogue in which STH and the Thomson House community will be mutually informing. Where similar projects have failed, it is our hope that sustained community engagement will help propel our client towards their ultimate goal of a more sustainable Thomson House. To realize our goal, we have outlined several sub-objectives for our research:

1. Identify community definitions of sustainability

2. Locate possible and effective lines of communication

3. Identify barriers and opportunities to project continuity

It is imperative that STH gain a broad understanding of its community context. The values, goals, and limitations of the Thomson House community will affect how much, and in what capacities they are willing to become involved in the STH project. By values, we mean perspectives that inform our actions and decision making (Williams 1979; Crossan et al. 1999). Goals are the short and longer term visions of community members, while limitations refer to the constraints on concerted action in Thomson House. We will aim to discover these parameters within the Thomson House community, and this context can then be analyzed to determine the best mechanisms for community
2.1 Identify community definitions of sustainability

How does the Thomson House community conceive of “sustainability?” What values, concepts, and indicators constitute this personal definition? Acknowledging a community generated vision of sustainability will represent the first step of engaging the Thomson House community. While this bottom-up approach did not yield a succinct, unified picture of sustainable development, it was our hope that STH could use this information to build towards a future that is better aligned with the vision of its community.

2.2 Locate possible and effective lines of communication

Community engagement pre-supposes an effective network of communication between all levels of actors and stakeholders. In the case of our client, these actors include PGSS board members, graduate students, the STH team, permanent staff at the Thomson House, club and restaurant goers, etc. In order to create mutually informing dialogue, a certain stage must be set on which news can be shared and knowledge quickly diffused through. The exact shape of this forum will depend on the nature of the community, and may range from monthly public hearings to daily updates via social media.

2.3 Identify barriers and opportunities to project continuity

Sustainability is, by definition, a long-term goal. For this reason, many sustainable development projects dissolve when they fail to achieve institutional memory. University campuses, in particular, face a high turnover rate in terms of students and student-run initiatives. This can hazard the longevity of these projects, and risk the loss of time, funding, and momentum. Our final objective is thus to uncover vehicles through which STH can achieve institutional memory, and increase their chances of realizing their goals.
3. Methods and Approach

3.1 Survey of Thomson House Users

3.1.1 Rationale

In order to ascertain the values, goals and limitations of the Thomson House community, we needed to either conduct a census of the entire population, or a survey of a representative sample of the population. We chose the latter approach, a sample survey, because it is less resource-intensive but should be representative of the views of the entire population (Kelley et al. 2003). We anticipated that random recruitment and appropriate questions would allow us to draw inferences about the broader population. Our survey was approved by McGill University's Faculty of Agricultural & Environmental Sciences Ethics Committee.

3.1.2 Sampling Technique

We conducted our survey using stratified random sampling. Our sample population consisted of all PGSS members and users of Thomson House. We handled the issue of double-sampling by excluding anyone who had already completed the survey. During a conversation with the authors on September 11, 2012, S. Watt stated that approximately 10% of the more than 8000 graduate students (PGSS members) regularly frequent Thomson House. However, all PGSS members pay a fee to sustainability projects initiated for the building. Our sampling technique gave a representative sample of stakeholders—whether or not they personally use Thomson House—the opportunity to express their values and priorities in a sustainable Thomson House. We calculated based on a population of 8000 PGSS members, to get a representative views with a confidence level of 95% with an interval of 6% we would need around 258 respondents. Based on the subset of PGSS members who are estimated to utilize Thomson House, around 10%, with similar confidence level and interval the sample size would need to be 200 respondents. We had 315 total individual respondents who completed the survey, 265 (84%) of whom were PGSS members. Though the number of respondents for each individual question varied, for questions where greater than 200 individuals responded the results can considered representative.
3.1.3 Survey Questions

Questions in online and onsite editions of the survey were identical. Our survey was focused on collecting information about knowledge, decision-making processes, and current engagement. Our surveys included both questions that asked respondents to quantify the relative importance of specific initiatives, and questions that interrogated their likeliness to participate in various sustainability initiatives, as well as their reasoning behind these decisions. Other questions included the respondents’ knowledge of STH, as well as how they define sustainability. We had Likert scales, multiple choices, and open ended questions (App. D). Our survey questions are divided into six sections intended to address the different sections of our research objectives: (1) Basic Profile; (2) Knowledge of Thomson House and STH; (3) Sustainability priorities; (4) Knowledge of Sustainability; (5) Contribution to Thomson House, Campus, and Community; and (6) Communication.

3.1.4 Online Survey and onsite survey distribution

We distributed the online survey through departmental mailing lists targeting all PGSS members. We also publicized the survey on the PGSS website and social media. The online survey was set up through SurveyMonkey which provided a web link for each respondent, prevented storage of IP addresses and emails, and ensured that responses remained anonymous. We distributed the surveys randomly throughout Thomson House using a predetermined schedule for a week in November to ensure sample representativity.

Approximately one-third of surveys were filled out by hand, while the remaining two-thirds were filled out online. Of these respondents, 84% identified as members of the Post-Graduate Students’ Society (or PGSS), while the remaining 16% identified as either Thomson House staff members, guests, or professors.
3.1.5 Quantitative Analysis

For our quantitative analysis, we drew out descriptive statistics from the multiple choice and Likert scale questions. In particular, we created clusters based on individuals’ profiles, and then cross-tabulated this information with other variables. We also conducted quantitative textual analysis using word frequency tables.

3.2 Semi-Structured Interviews of Stakeholders

3.2.1 Rationale

We were interested in finding out the perspectives of individuals directly involved in the Thomson House operations, and people with experience in similar projects. The objectives for these interviews were multifold. First, we developed a better understanding of common preferences regarding the sustainable changes. Second, we gained an in-depth understanding of the values and drivers of the stakeholders of sustainability at Thomson House, and what they are willing to personally do to engage themselves in sustainable practices. Finally, we were able to, as described by Olander (2007), identify key players in the implementation of STH, and the extent to which they can play a role in engagement of the broader Thomson House community.

3.2.2 Interview Subjects and Questions

We conducted semi-structured in-depth interviews of individuals including Thomson House staff, PGSS executives, and council members, supplemented by interviews with spokespeople from other sustainability programs and initiatives of campus and other institutions (App. A). Interview questions were designed in spirit of the
survey, but were flexible enough to allow for greater depth and discussion (App. B).

3.2.3 Qualitative Analysis

We based our qualitative analysis methods on grounded theory, where text is analyzed to discover emergent “variables” and relationships and develop theory from the generation of these emergent concepts (Strauss and Corbin 2007). After cleaning all text (from interview transcripts and open-ended survey questions), we coded line by line for themes and ideas. The transcripts were coded by multiple researchers, so as the process went on we developed intercode agreements. We then aggregated these concepts into broader abstract categories through axial coding, where smaller subsets of concepts and ideas were aggregated into larger ones. Finally, we visualized this data using concept mapping.
4. Results

4.1. Community Definitions of Sustainability

Based on our literature review, we ascertained that in order to understand how the community can engage with sustainability initiatives within Thomson House, it was critical to first determine how the community defines sustainability. We analyzed long-answer responses from a survey question that asked respondents to define what sustainability means to them. Long-answer responses were coded horizontally (between respondents) and we found that the most common themes in were:

- The idea of local solutions, which was present explicitly and embedded in 29.8% of answers
- Waste reduction, including the importance of recycling and composting, which was present in 24.0% of answers
- The importance of education or community awareness, which was present in 21.5% of answers
- The need for a set of initiatives, a strategy or a direction for achieving sustainability, which was present in 11.5% of answers

More than half of the interviewees (eight of 15) iterated the importance of linking ecological issues and definitions of sustainability with social concerns, particularly concerns of social equity. For example, Robin Reid-Fraser, the VP External of the Students’ Society of McGill University, said in an interview with one of the authors on November 14, 2012, that “sustainability is also about our relationships, how we treat each other, how we work in our communities to empower […] About people feeling like they have the power to make change in their own communities.”

4.2. Community Engagement and Decision-Making within Thomson House

In order to understand the engagement of individuals with sustainable initiatives at Thomson House, we examined how individuals navigate and make decisions when interacting with each of these initiatives. Individuals were asked to rank each initiative according to 1) how important they believed the initiative to be (value), and 2) how likely
the would be to use the initiative where applicable (use), on a scale from 1 to 5 – with 1 being not unimportant or never, and 5 being crucial or always. Results were then averaged based on the weight each individual gave to the item in order to obtain a mean score (Meyers et al. 2005). We developed a set of questions asking how individuals would prioritize sample recommendations related to the themes of food, waste, and volunteering. Results are summarized in Table 1. As indicated in the table, providing more recycling bins was the initiative that obtained the highest scores in both value (3.81) and use (4.46), followed by providing receptacles to compost, with a score of 3.75 for value and 3.93 for use.

Fig. 2 (App. C) shows the results from the question “How important do you believe the following initiatives to be?” The horizontal axis represents percent of total respondents for a given option, with the initiatives listed on the vertical axis. The colour-coded legend describes the different levels of importance the respondent could have ascribed to a given initiative. The answers ‘very important’ and ‘crucial’ comprised over 60% of the responses for the following initiatives: providing receptacles to compost; providing more recycling bins in Thomson House; a discount for bringing reusable containers; tailoring the menu to dishes that use seasonal food, sourcing food locally, and providing vegetarian options. 75% of the responses for the initiative ‘using Fair trade certified food in the restaurant’ were listed either as ‘important,’ ‘very important,’ or ‘crucial.’ Three initiatives had a roughly even distribution between all levels of importance: providing organic fare in the restaurant, providing vegan options; and providing the option of smaller portion sizes. Finally, the initiative with the highest percentage of ‘unimportant’ as a selected answer applied to ‘implementing a fee for disposable food containers.’

Fig. 3 (App. C) shows the results from the question “Why are some of these initiatives more important to you than others?” The most selected reason was ‘concern for environmental impact,’ chosen by 78% of respondents. ‘Concern for personal health’ (49%), ‘cost’ and ‘belief in the effectiveness of the initiative’ (about 40%) came as second, third and fourth most selected reason, respectively. ‘Personal taste’ (almost 30%) and ‘ease’ (12%) were reasons that were the least chosen.
Fig. 4 (App. C) shows the results from the question “If the following options existed at Thomson House, how often would you...” The ellipses refer to the six options available for ranking. The results showed the following:

- 15% of respondents would always purchase vegetarian options; 31% would do so sometimes; and 13% would never do so;
- As for vegan options, only 5% of respondents would always purchase them, with 59% stating that they would never or rarely do so;
- 15% of respondents would always bring a reusable container; 28% would do so frequently; 28%, sometimes; and 13%, never;
- 69% of respondents would always make use of recycling bins, while only 4% would never;
- 51% of respondents would always make use of composting bins, while only 9% would never;
- With regards to purchasing a smaller portion size, 38% of respondents would do so sometimes; 6%, always; and 19%, never.

Fig. 5 (Responses to survey question “How likely would you be to participate in the following?”) (App. C) shows that the largest percentage of respondents always chose ‘unlikely’ as their answer. However, special interest workshops seem to hold the most promise as a way to garner engagement in events related to sustainability: it holds the lowest response percentage for ‘unlikely,’ and the highest for ‘likely,’ ‘very likely,’ and ‘definitely.’

Finally, Fig. 6 (App. C) explains why respondents would be more or less likely to participate in the initiatives in Fig. 5 (App. C). The most selected reason was ‘time constraint,’ with ‘interest’ and ‘concern for environmental impact’ as second and third most popular reasons, respectively. ‘Cost’ came in 7th (out of eight options), being chosen by only 14% of respondents.

4.3. Communication and Information Dissemination

Another section of our survey addressed the respondents’ desire to keep updated with the STH project. Unfortunately, most respondents (about 60%) stated that they were not interested in staying informed about STH; about 40% stated that they were (22% of
survey respondents skipped this question).

Fig. 7 (App. C) shows that most survey respondents would prefer to be updated about STH via email. The PGSS LISTSERV was the second most chosen method of communication, followed by Facebook and posterizing in Thomson House. Regarding advertising methods, the preferred methods of communication according to our survey are as follows, in decreasing order of preference: e-mail, PGSS LISTSERV, Facebook, and posters in Thomson House (Fig. 8).

4.4. Characteristics of Thomson House Community and Willingness to Engage

We found that, according to composite data, respondents who frequent the building more than 3 times per week were more likely to be willing to contribute to sustainability at Thomson House than those who attend less frequently. Amongst respondents, 47% of PGSS members were interested in contributing to sustainability at Thomson House, while 88% of staff members expressed interest in contributing.

Furthermore, our findings show that in our sample there is no correlation between time spent in Thomson house and knowledge of the STH project. In fact, those who marked visiting Thomson House between 3 and more than 5 times per week are on average 10% less likely to have heard of STH than those who identified as visiting fewer than three times per week.

Another one of our long answer questions asked respondents if they believe it would be in the interest of STH to connect with other campus or community groups interested in sustainability; 91% of respondents indicated that they thought it would be in the interest of STH to do so. After this first question, in long answer format, we asked respondents to share any specific campus or community groups they thought would be important for STH to connect with. The most frequently mentioned organizations were Santropol Roulant, Mcgill, Frigo Vert, Organic Campus, as well as, to a slightly lesser extent, the Midnight Kitchen, the People’s Potato, The McGill School of Environment, and Sustainable Concordia (App. C, Fig. 8).

The importance of institutionalising specific mandates and policies, as well as involving permanent staff in sustainability to ensure institutional memory, came up in
eight of 15 interviews. More than half of interview respondents stressed the importance of effective communication, and regular updates in engagement, including the ideas of creating hubs, and inclusive meeting spaces for knowledge sharing.

Across all long-answer survey responses the most pervasive theme, appearing in 98 responses (about one third of all responses), identified the need for knowledge sharing in the Thomson House and PGSS community. This sentiment was echoed in expert interviews, where a number of interviewees noted the importance of providing space and time for collaboration around sustainability concerns.

A number of themes concerning sustainability on university campuses pervaded many of the expert interviews. Five interviewees brought up the nature of graduate studies (either the high rate of student turnover or the individualistic nature of graduate studies) as something that poses a challenge to engagement in Thomson House. These interviewees were either involved in PGSS, Social Equity at McGill, or staff at Thomson House.

The need for specific policies as well as the involvement of permanent staff in sustainability came up in seven of our 15 interviews. During an interview on November 13, 2012 with two of the authors, a researcher at the PGSS, Conor Farrell, said, “I think it’s important that there is a strategic vision of what sustainability means at Thomson House, and I think that should be a part of our bylaws and manual of how we work.” The idea of creating spaces for discussions and sharing around sustainability and institutionalizing Thomson House as a ‘hub’ for such initiatives was mentioned in seven out of 15 interviews.
5. Analysis and Discussion

Our stated research goal was to locate pathways for ongoing engagement between STH and the Thomson House community. We identified our sub-objectives as:

- Identify community definitions of sustainability
- Locate possible and effective lines of communication
- Identify barriers and opportunities to project continuity

Through our surveys we were able to gauge some of the specific priorities as well as the diverse definitions of sustainability amongst Thomson House members. The surveys were undertaken to situate community perspectives on engagement, communication, and the limitations of research in the Thomson House community for future STH initiatives. Our discussion outlines what we think our results might mean for STH and the future of engagement in sustainability initiatives in Thomson House, as well as specific priorities and limitations of the community.

5.1. Community Engagement in Defining Sustainability

The notion of sustainability has been touted by many, but extensively problematized in literature (Cheney et al. 2004; Petrucci 2002). Enacting changes that promote environmental well-being are a part of the definitions of many, but for the purposes of STH we were interested in understanding the Thomson House communities conceptions of sustainability.

The definitions and understandings of sustainability varied greatly through survey responses, interviews, and literature. Our results point to the fact that there is no standard definition of sustainability, and sustainability oriented initiatives must reflect the desires of the various community stakeholders (Laukkonen et al. 2009; Huggins 2012). Community engagement is necessary in sustaining some sort of collective vision of sustainability (Sarkissian 2012). The four prominent themes identified in our survey - local solutions, waste reduction, education and community awareness, and a set of initiatives, strategy or direction - should be used to inform a working definition for a sustainable Thomson House.

In interviews, the importance of linking social and ecological concerns in
frameworks or definitions of sustainability was consistently addressed by interviewers, particularly those involved in student and community engagement. The idea that ecological concerns are social concerns (and vice versa) and that they must be addressed holistically are supported extensively by literature (Adger 2000; Okereke 2006; Sarkissian 2012). One interviewee, Professor Gregory Mikkelsen, said “it’s important to connect ecological concerns with social concerns. Because then you can get a synergy.” This importance has not been emphasized in the work of STH thus far. Connecting with campus groups interested in social sustainability and equity could increase the possibility for the projects’ long-term success, by engaging with and mutually supporting other groups that complement ecological sustainability in Thomson House.

5.2 The Effects of Values, Goals and Limitations on Engagement

Our survey was built in part to address the values, goals, and limitations of the PGSS community in order to investigate pathways for community engagement in STH initiatives and visioning (Lang et al. 2012). We therefore decided to structure our survey in such a way that allowed us to observe the decision-making process of the respondents (App. D). We accomplished this by asking the questions whose results can be found in Fig. 2, Fig. 3, Fig. 4, Fig. 5, and Fig. 6, in App. C.

Each question was accompanied by a list of options which respondents could rate between 1 and 5. Respondents were then provided the opportunity to explain any factors which had influenced their decision-making process. Through their rankings, it was possible for us to investigate not only whether respondents felt that certain initiatives were more important than others, but whether they would actually personally participate in each of the initiatives.

Table 1 summarizes the average ranking that was obtained by each initiative for importance and use (where applicable). Averages were obtained by adding the weighted score given to each initiative, then dividing by the number of individuals who answered the question (Meyers et al. 2005). Some of the items with the highest rankings included providing more recycling bins, providing receptacles for composting, sourcing food locally and tailoring the menu to dishes that use seasonal food.

We chose to structure our questions around the general themes of food and waste,
because this was the data that was most available from the STH audits. We also targeted the theme of engagement, as part of successfully implementing any type of project within a community must involve the awareness, acceptance and participation of that community’s members.

Our focus here is not only on the actual initiatives that were chosen to be included in the survey, but also on the results of the questions that asked “why?” Fig. 3 (App. C) shows the results from the question “Why are some of these initiatives more important to you than others?” The most selected reason was ‘concern for environmental impact,’ chosen by 78% of respondents. ‘Concern for personal health’ (49%), ‘cost’ and ‘belief in the effectiveness of the initiative’ (about 40%) came as second, third and fourth most selected reason, respectively. ‘Personal taste’ (almost 30%) and ‘ease’ (12%) were reasons that were the least chosen. Fig. 6 (App. C) explains why respondents would be more or less likely to participate in the initiatives in Fig. 5 (App. C). The most selected reason was ‘time constraint’, with ‘interest’ and ‘concern for environmental impact’ as second and third most popular reasons, respectively. ‘Cost’ came in 7th (out of eight options), being chosen by only 14% of respondents. From this we can extrapolate that time is a limitation to Thomson House users, and that they would be unlikely to spend time on anything that does not peak their interest. This should not be inconsequential for STH: community engagement will only be successful in so much as it address this limitation (time) of its constituents.

5.3 Effective Communication and Information Dissemination for Increasing Engagement

One of the most interesting observations that begins our discussion about communication within the Thomson House is the fact that people who frequently visit Thomson House (between three and more than five times per week), are on average 10% less likely to have heard of the STH project than those who identified as visiting less frequently (less than three times per week). Moreover, a high percentage of PGSS members who frequent Thomson House more than 3 times per week and Thomson House staff expressed interest in contributing to sustainability. These relationships point to the possibility that people who spend more time in Thomson House tend to be more willing
to contribute to Thomson House sustainability, but are actually, on average, less likely to have heard of STH. A lack of communication and advertising in the Thomson House building may explain this disconnect.

Unfortunately, more than half of the respondents (about 60%) stated that they were not interested in staying informed about STH, which limits the PGSS’ capabilities to actively encourage engagement. This result is perhaps explained by the nature of graduate studies. As indicated from many of the semi-structured interviews and the survey question asking about what affects the decision of respondents to participate in sustainable initiatives, time constraint came up as the most chosen factor. In light of this communication barrier, it would be more effective to concentrate communication and engagement efforts towards the 40% that stated their interest in staying informed about STH.

Communication is the first step towards engagement, and there are many methods that can be used to accomplish this. Choosing a preferred method by the community is critical for communication to be effective. As stated in our interview with Elizabeth Cawley, PGSS Executive for Membership Services, “people pick their favorite way of getting information, and they stick to it.” With the many existing social networks available today, the last part of our surveyed precisely aimed at finding out respondents’ preferred means of communication. Email, the PGSS LISTSERV, Facebook and posters in Thomson House were the preferred means of communication, in decreasing order, indicating that perhaps these methods should be the ones where efforts are concentrated.

5.4 Building Social Capital and Cultivating Engagement with Sustainability Initiatives

Our survey results help to create an understanding of the interests and capacity in which Thomson House community members are likely to be involved in sustainability initiatives. Our findings show that staff are more interested in supporting sustainability initiatives than students, indicating that STH could have more success if they changed their method of engagement. STH could target increased staff involvement, which would likely be followed by increased awareness and interest of the greater Thomson House community. Another important finding is that people who spend more time in Thomson
House are more willing to contribute to sustainability initiatives, but less likely to have heard of STH. Clearly, presence in the building itself does not promote awareness of the STH project, meaning that most of the awareness of STH within the community comes from outlets outside of the physical building (email, Facebook, PGSS website,...). This points to a need for increased advertising and communication within the Thomson House building itself, so that STH might harness the energy of those most willing to support the project - those who use Thomson House facilities regularly.

The vast majority of survey respondents expressed a desire for STH to connect with other sustainability oriented groups and projects at McGill and within the greater Montreal community. This may indicate that Thomson House community members do not see sustainability as an isolated issue, nor an issue that can be localized. The eight most frequently mentioned organizations are involved in providing local, affordable, and organic food, or are academic organizations. This interest in food and food politics, and connecting with McGill and the McGill School of Environment, could be valuable avenues for expanding and sustaining community engagement.

The idea of knowledge sharing and creating space for knowledge sharing was the most pervasive theme across interviews and long answer survey questions. Knowledge sharing has been shown to increase intellectual capital, can help create non-intuitive connections, and is an aspect of building resilient communities (Gupta and Govindarajan 2000; Sarkissian 2012). Knowledge sharing could be used as a method to engage various stakeholders in diverse activities that are reflective of equally diverse definitions of sustainability.

Through the in-person surveys we were able to have conversations with many PGSS members and other people using or working in Thomson House. We believe that even these conversations themselves were helpful in sparking dialogue within the community about the direction of sustainability - in some cases with people who may not have been likely to come to focus groups or other opportunities for engagement. Finding various avenues for community building and engagement in Thomson House is vital in supporting a long-term collective vision of sustainability.
5.5 Challenges and Limitations to Research

This project signifies the starting point of a long process involving students, staff, members of PGSS, as well as the McGill and Montreal communities at large. Partly because of the nature of the topic, we encountered a number of challenges in our research. Although we have in earlier sections discussed limitations and challenges particular to our methodologies, the following represent challenges to the wider context of our research.

Our data collection and corresponding results face limitations inherent to most qualitative research. Because our focus was on understanding a particular community, our results have limited generalizability, as they are context specific (Malterud 2001). We believe that our mixed method format of our inquiry could be used to gauge community engagement in other contexts. Furthermore, we were not able to come up with quantitative recommendations for STH through this project, as is the case with much qualitative research (Malterud 2001). Using a checklist approach designed by Anderson (2010) we were able to ensure rigour in our qualitative methods and presentation and to mitigate other limitations as much as possible.

For any stratified random sampling technique, it is critical that each individual in the given subpopulation has an equal chance of being selected. We had a number of limitations in this. First, although PGSS and Thomson House have been stratified into subpopulations in our study, they are not mutually exclusive subpopulations. In order to prevent double sampling error, we included an exclusion criterion on the survey for anyone who had already completed the survey... Second, while online surveys have significant advantages, there are issues of sampling bias that need to be considered in our analysis, which have been outlined by Fraser et al. (2006). These include self-selection weaknesses that skew sample responses online based on technological-ability etc. Furthermore, the use of LISTSERV as a distribution method is biased, as emails can be easily filtered and disregarded, reducing responses. For this reason, we conducted a mixed-method stratified survey both online and onsite, which allowed us to determine there were significant differences in the demographics of individuals who responded online versus onsite.
The survey design and ethics approval process limited the amount of time we were able to distribute surveys in Thomson House. Furthermore, due to the transient nature of post-secondary work, Thomson House experiences a large student turnover and is used on an inconsistent basis by those who form its community; because of this, communication may prove difficult. This – along with the already pressing schedule of most graduate students – will make community engagement a challenge.
6. Conclusions and Recommendations

6.1 Recommendations for Cultivating Engagement

Our research efforts to locate pathways for ongoing engagement between STH and the Thomson House community generated results that inform a series of recommendations for STH. We’ve found that significant challenges exist in garnering community engagement of the Thomson House community. Staff members and users of the space are most interested in being involved in sustainability initiatives, though they are not necessarily more likely to have heard of the project than people who frequent the building less often. The importance of knowledge sharing, as well as creating hubs and physical spaces for this process, pervaded our results. This desire and method of engagement should inform future STH initiatives. A necessary aspect of community engagement is communication and many of our recommendations reflect our findings about who is interested in being engaged in sustainability projects, how users see sustainability, and the suggestions of community organizers and experts in interviews for sustained community engagement. In light of this we would make the following recommendations for cultivating engagement:

1) Communication within the Thomson House itself is critical in meaningful community engagement. Creating physical space within Thomson House for users to learn about STH projects, initiatives, and how to get involved is critical, particularly in light of the fact that our survey shows that people who spend more time in the building are more likely be interested in sustainability in Thomson House but are also less likely to know about STH.

2) The theme of ‘knowledge sharing’ came up in our surveys, interviews, and literature review. Having an open meeting, a recurring time or place for people to meet and talk about sustainability would likely be in the best interest of STH for enabling community engagement and creating a project that can sustain itself. Establishing Thomson House as a ‘hub’ for dialogue and sharing could encourage community conversations and engagement.

3) Communication within the McGill community, and other institutions is another
way to generate meaningful community engagement. In this case, community extends outside of the Thomson House space. Exchange of ideas within the McGill community can enable collaboration between groups and also avoid project ideas that were or already implemented. This will also save efforts and resources that could be directed to other new initiatives.

4) In interviews and literature review, the challenge of continuity of sustainability projects in a university setting came up consistently. Interviewees involved in community engagement in campus and Montreal sustainability initiatives suggested the importance of the involvement of permanent staff in successful, longer-term projects. This recommendation aims to address the issue of high student turnover which PGSS experiences. Involving and engaging Thomson House staff would likely contribute to better sustained initiatives.

4.1) Some interviewees pointed to the need for a specific policy relating to sustainability to help offset student turnover and create institutional memory. Specific mandates within and outside of the PGSS executives could generate cultural momentum for the project, and create a structured inheritance of knowledge between past and future members.

4.2) Our literature review on the subject of successful community engagement, coupled with interviews about the challenge of institutional memory in a postgraduate setting, all pointed to the fact that that sustained community engagement is tantamount to success: when and the capacity in which the community is brought in to consult on projects is key. Continuously monitoring the impacts of new initiatives, proper self-evaluative tools, and maintaining a fair democratic framework are ways in which STH could monitor the success of their community engagement.

5) In our survey, respondents indicated that they would be more likely to participate in special interest or skill-sharing workshops than any other form of participation mentioned in the questions (see Fig. 5 (App. C) for details). These workshops could also be loci for knowledge sharing, a theme that pervaded long-answer survey responses and expert interviews. Holding workshops oriented at skill-sharing
could be an effective form of community engagement, and provide space for building a
community specific vision of sustainability.

6) In our survey, PGSS members expressed interest in a number of specific initiatives. We therefore recommend looking into the following, if they do not already exist:

- Providing receptacles to compost in Thomson House (50% of survey respondents would always make use of them)
- Providing more recycling bins in Thomson House (almost 70% of all respondents would always make use of them)
- Giving a discount for bringing reusable containers at Thomson House’s restaurant
- Tailoring Thomson House’s restaurant menu to dishes that use seasonal food
- Sourcing food locally in the Thomson House kitchen
- Providing vegetarian options at Thomson House’s restaurant (over 35% of respondents would always or frequently purchase this option)
- Implementing a fee for disposable food containers was not supported by survey respondents.

It should be noted, however, that we suggest performing a cost-benefit analysis on all these initiatives before potential implementation, as this research does not address the economic aspect of decision making.

6.2 Future Directions

Our aim was to investigate the social framework for sustainability at Thomson House. We have found that three categories link our recommendations and findings from surveys, interviews, and literature review: connectivity, communication, and continuity.

**Connectivity.** Our research, surveys, and interviews all point to the fact that STH should strive to connect itself with outside organizations, as well as with related causes such as social equity and public health. As stated by G. Mikkelsen on November 20, 2012, in an interview with two of the authors, by linking two causes you “can attract people who naturally gravitate to either [cause].” Creating these kinds of liaisons would
not only contribute to the knowledge-sharing mentioned so often in our surveys, but would also help make people more aware and involved in the future with the work being done by STH.

**Communication.** Communication refers to an inward dialogue within the institution. Recall that our results showed that going to Thomson House did not necessarily increase your knowledge of the STH project. It is our recommendation that STH make its presence known in the community through onsite advertising, through weekly bulletins, increased and constant presence at the PGSS council meetings, and so forth. It is only by strengthening these lines of connectivity and communication that we believe STH can achieve continuity.

**Continuity.** Although the turnover rate of graduate students and the PGSS members has posed a problem for initiatives of the past, we have concluded that STH can be carried forward by institutionalizing itself within its community. This requires a collective set of facts, concepts, and guidelines that can be shared by a group of people; that would transcend the individuality of a given person, or of a given year, and prevent future members from reinventing the proverbial wheel.

These three categories have helped us identify pathways for our client through the sharing of ideas. Connectivity means sharing knowledge with other groups on and off campus; communication means sharing ideas about sustainability with the people who make up the Thomson House community, and finally, and perhaps most importantly, continuity means sharing these ideas with the community still to come; a sharing of ideas between past and present so that we can learn from our experiences and maintain community engagement in the visioning of a future Thomson House.
7. References


Okereke, Chukwumerije. "Global environmental sustainability: intragenerational equity


## Appendix A List of Interviewees for Semi-Structured Interviews

<table>
<thead>
<tr>
<th>Interviewee Name</th>
<th>Interviewee Position</th>
<th>Date of Interview</th>
<th>Interviewer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Cawley</td>
<td>PGSS Executive Membership Services</td>
<td>November 14</td>
<td>Jessica Lukawiecki &amp; Juliana Rosario Yeung</td>
</tr>
<tr>
<td>Jacinthe Deschênes</td>
<td>PGSS Student Life Coordinator</td>
<td>November 15</td>
<td>Faris Haddad</td>
</tr>
<tr>
<td>Holly Dressel</td>
<td>MSE Adjunct Environment Professor</td>
<td>November 20</td>
<td>Daphne Ben David &amp; Faris Haddad</td>
</tr>
<tr>
<td>Conor Farrell</td>
<td>PGSS Researcher</td>
<td>November 13</td>
<td>Marzieh Ghiasi &amp; Juliana Rosario Yeung</td>
</tr>
<tr>
<td>David Gray-Donald</td>
<td>SSMU Sustainability Coordinator</td>
<td>November 19</td>
<td>Jessica Lukawiecki</td>
</tr>
<tr>
<td>Mariève Isabel</td>
<td>Former PGSS VP External</td>
<td>November 13</td>
<td>Anna Hermanson &amp; Jessica Lukawiecki</td>
</tr>
<tr>
<td>Gretchen King</td>
<td>PGSS Equity Commissioner</td>
<td>November 21</td>
<td>Jessica Lukawiecki</td>
</tr>
<tr>
<td>Gregory Mikkelson</td>
<td>Philosophy and Environment Professor</td>
<td>November 20</td>
<td>Daphne Ben David &amp; Faris Haddad</td>
</tr>
<tr>
<td>Jonathan Mooney</td>
<td>PGSS Secretary-General</td>
<td>November 16</td>
<td>Jessica Lukawiecki</td>
</tr>
<tr>
<td>Dalia Pettit</td>
<td>PGSS Society Affairs Manager</td>
<td>November 13</td>
<td>Marzieh Ghiasi &amp; Juliana Rosario Yeung</td>
</tr>
<tr>
<td>Andre Pierzchala</td>
<td>PGSS Business Manager</td>
<td>November 13</td>
<td>Marzieh Ghiasi &amp; Kirya Marchand</td>
</tr>
<tr>
<td>Robin Reid-Fraser</td>
<td>SSMU VP External</td>
<td>November 14</td>
<td>Anna Hermanson</td>
</tr>
<tr>
<td>Faisal Shennib</td>
<td>Environmental Coordinator of Concordia University</td>
<td>October 1</td>
<td>Jessica Lukawiecki &amp; Juliana Rosario Yeung</td>
</tr>
<tr>
<td>Aaron Vansintjan</td>
<td>Former ENVR 401 Student, Cofounder of Vision 2020</td>
<td>November 21</td>
<td>Jessica Lukawiecki</td>
</tr>
<tr>
<td>Bliss Ward</td>
<td>PGSS House Manager</td>
<td>November 16</td>
<td>Faris Haddad</td>
</tr>
</tbody>
</table>

ENVR 401 McGill University
Appendix B Guiding Questions Semi-Structured Interviews

*First, introduce ourselves, the course, and the project. Ask if it is okay to record the interview.
*Any questions before we begin the interview?
- Name & role at McGill/PGSS/other institution
- Are you a student? Y/N
- Are you a PGSS member? Y/N

- Are you involved in sustainability initiatives at McGill? In Montreal?
** If yes, in what capacity?
** If yes, what motivates this participation?

1) What does sustainability mean to you?
2) Does idea of creating a ‘culture of sustainability’ resonate with you? Why or why not? If so, what does it imply?
2) For you, is there a difference between sustainability initiatives and creating a culture of sustainability in a community? How would you characterize these differences?
3) What is involved in creating change in the sustainability culture in a community?
4) What is your perception of sustainability within Thomson House? What about within the community of postgrads at McGill?
5) Something we’ve observed in the Sustainable Thomson House project is the challenge in institutionalizing initiatives because of the transient nature of the postgraduate community. What do you think are the processes involved in institutionalizing sustainability? How do you think we can achieve these in Thomson House?
6) What do you think Thomson House should prioritize in terms of sustainability? What about in the realms of food and waste specifically?
7) Do you have any ideas for effective ways to engage PGSS members and members of the Thomson House community in sustainability initiatives?
7.1) (if applicable) What seemed to be the most successful event or initiative your organization took, regarding engagement/event turn-out? Why do you think it was successful?
8) (if applicable) How do you prioritize your sustainability initiatives?
8.1) How do you prioritize your decision making with respect to maintaining engagement?
9) Do you recommend us to speak to any other experts?
10) Do you have any questions or comments you’d like to add?
Appendix C

Results: Figures, Graphs and Tables

Fig. 2 Responses to Survey Question “How important do you believe the following initiatives to be?”

Fig. 3 Responses to Survey Question “Why are some of these initiatives more important to you than others? (Select all that apply.)”
**Fig. 4** Responses to Survey Question “If the following options existed at Thomson House, how often would you...”

**Fig. 5** Responses to Survey Question “How likely would you be to participate in the following?”
Fig. 6 Responses to Survey Question “Why would you be more likely or less likely to participate in the above initiatives or use the above options? (Select all that apply)"

Fig. 7 Responses to Survey Question “If you were to be contacted about STH projects or events, what would be the most effective means of communication? (Select all that apply.)”
Fig. 8 Word Cloud of Mentioned Organizations from Survey Question “Are you aware of any groups/organizations that you believe to be pertinent to the STH project?”
Table 1. Average Ratings* Given to Each Initiative Based on How Important People Considered the Initiative to Be, and How Likely They Would Be to Use the Initiative.

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Value</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Providing vegetarian options</td>
<td>3.6</td>
<td>3.1</td>
</tr>
<tr>
<td>Using fair-trade certified food in the restaurant</td>
<td>3.36</td>
<td>n/a</td>
</tr>
<tr>
<td>Tailoring the menu to dishes that use seasonal food</td>
<td>3.85</td>
<td>n/a</td>
</tr>
<tr>
<td>Sourcing food locally</td>
<td>3.96</td>
<td>n/a</td>
</tr>
<tr>
<td>Providing vegan options</td>
<td>3.14</td>
<td>2.2</td>
</tr>
<tr>
<td>Providing the option of smaller portion sizes</td>
<td>3.13</td>
<td>2.72</td>
</tr>
<tr>
<td>Providing receptacles to compost</td>
<td>3.75</td>
<td>3.93</td>
</tr>
<tr>
<td>Providing more recycling bins in TH</td>
<td>3.81</td>
<td>4.46</td>
</tr>
<tr>
<td>Providing organic fare in the restaurant</td>
<td>3.14</td>
<td>n/a</td>
</tr>
<tr>
<td>Implementing a fee for disposable food containers</td>
<td>2.69</td>
<td>n/a</td>
</tr>
<tr>
<td>A discount for bringing reusable containers</td>
<td>3.63</td>
<td>3.14</td>
</tr>
</tbody>
</table>

*Averages were weighted according to ranking that individuals gave. If 4 people ranked an initiative with a 3, 4, 2 and 1, the average rating would be 10/4=2.5 (Meyers, 2005). In bold are items that were classified as ‘highest priority,’ being above an average 3.75 ranking, and discussed in the text.
Appendix D  **Online and Onsite Survey**

**Sustainable Thomson House: Towards a Comprehensive Prioritization Scheme on Sustainability**

Research team: Jessica Lukawiecki, Daphne Ben David, Marzieh Ghiasi, Juliana Rosario Yeung, Anna Hermanson, Faris Haddad, and Kirya Marchand

Supervised by: Prof. George McCourt

* * *

In February 2011, the Post-Graduate Students’ Society (PGSS), through funding from the Sustainability Project Fund (SPF), began the process of various building and operations audits with the intention of improving sustainability at Thomson House. This research project is looking to connect the numerous recommendations that have been made by various participants in sustainability research at Thomson House into a prioritized action plan. In doing so, we hope to create a replicable process for gauging community sustainability priorities and enacting feasible and meaningful changes in sustainability.

This research is being conducted as the project of ENVR 401: Environmental Research, a McGill course taught through the McGill School of Environment. Please feel free to contact our group at jessica.lukawiecki@mail.mcgill.ca or our supervisor Professor George McCourt at george.mccourt@mcgill.ca for more information, with questions, or concerns. If you have any questions or concerns regarding your rights or welfare as a participant in this research study, please contact the McGill Ethics Officer at 514-398-6831 or lynda.mcneil@mcgill.ca.

This survey is anonymous. No identifying information will be collected. The survey should take approximately ten minutes to complete. You do not need to answer every question and you can stop at any time.

Survey participants must be aged 18 or older, and must have not answered this survey previously.

Thank you!
**1. Are you 18 years of age or older?**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

**2. Have you completed this survey before, either online or at another point in Thomson House?**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

**3. Do you give our research team permission to quote or paraphrase your anonymous written answers in this project’s final report?**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### I. Basic Profile

4. Are you a member of the Post Graduate Students’ Society (PGSS)?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

4. a) If yes, please specify your program of study:

4. b) If no, how would you characterize your affiliation with Thomson House? (Check all that apply)

- [ ] Staff Member
- [ ] Professor
- [ ] Guest
- [ ] Administrator
- [ ] Other (please specify):

### II. Knowledge of Thomson House and Sustainable Thomson House Project

5. How many times do you frequent Thomson House per week?

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1-2</th>
<th>3-4</th>
<th>5+</th>
</tr>
</thead>
</table>

6. In general, why do you come to Thomson House? To access... (Check all that apply)

- [ ] Restaurant
- [ ] Bar
- [ ] Leisure Courses
- [ ] Office Space
- [ ] Lounge Area
- [ ] Venues
- [ ] Volunteer opportunities
- [ ] Work
- [ ] Other (please specify):

7. Were you aware of the Sustainable Thomson House (STH) Project prior to beginning this survey?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

8. Are you involved in any way with the STH project?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### III. Sustainability Priorities

9. On a scale of 1 to 5 (1 being unimportant and 5 being crucial), how important do you believe the following initiatives to be?
For each question below, circle the number to the right that best fits your opinion on the importance of the issue.

<table>
<thead>
<tr>
<th></th>
<th>Unimportant</th>
<th>Somewhat Important</th>
<th>Important</th>
<th>Very Important</th>
<th>Crucial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Providing receptacles to compost</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Providing more recycling bins in Thomson House</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Implementing a fee for disposable food containers</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>A discount for bringing reusable containers</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Providing organic fare in the restaurant</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Using fair-trade certified food in the restaurant</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Tailoring the menu to dishes that use seasonal food</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Sourcing food locally</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Providing vegetarian options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Providing vegan options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Providing the option of smaller portion sizes</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

10. Why are some of these initiatives more important to you than others? (Select all that apply)

☐ Concern for personal health
☐ Concern for environmental impact
☐ Belief in effectiveness of the initiative
☐ Other (please specify):

☐ Cost
☐ Ease
☐ Personal taste

11. On a scale of 1 to 5 (1 being never, 5 being always), if the following options existed at Thomson House, how often would you:

<table>
<thead>
<tr>
<th></th>
<th>Never</th>
<th>Rarely</th>
<th>Sometimes</th>
<th>Frequently</th>
<th>Always</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase vegetarian options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Purchase vegan options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Bring a reusable container</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Make use of recycling bins</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Make use of composting bins</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Purchase a smaller portion size</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

12. On a scale of 1 to 5 (1 being very unlikely to participate and 5 being definitely participate), how likely would you be to participate in the following:

For each question below, circle the number to the right that best fits your opinion on the importance of the issue.

<table>
<thead>
<tr>
<th></th>
<th>Never</th>
<th>Rarely</th>
<th>Sometimes</th>
<th>Frequently</th>
<th>Always</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide vegetarian options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Provide vegan options</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Bring a reusable container</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Make use of recycling bins</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Make use of composting bins</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Purchase a smaller portion size</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

ENVR 401 McGill University
<table>
<thead>
<tr>
<th>fits your opinion on the importance of the issue.</th>
<th>Unlikely</th>
<th>Somewhat Likely</th>
<th>Likely</th>
<th>Very Likely</th>
<th>Definitely</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attend weekly Sustainable Thomson House meeting</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Attend an interdisciplinary research exchange on sustainability</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Spend $5 to attend a fundraiser for subsidizing sustainability initiatives</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Attend special interest workshops (e.g. fixing your bike, gardening workshops, etc.)</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Volunteer with Sustainable Thomson House a few hours per week/month</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

13. Why would you be more likely or less likely to participate in the above initiatives or use the above options? (Select all that apply)

- [ ] Concern for personal health
- [ ] Concern for environmental impact
- [ ] Belief in effectiveness of the initiative
- [ ] Personal taste
- [ ] Cost
- [ ] Time constraint
- [ ] Ease
- [ ] Interest
- [ ] Other (please specify):

IV. Sustainability

14. What does sustainability mean to you?

15. On a scale of 1-5, how important is enacting your vision of sustainability (1 being unimportant, and 5 being extremely important)?

1 2 3 4 5

V. Thomson House, Campus, and Community

16. Would you be interested in contributing to sustainability within Thomson House?

- [ ] Yes
- [ ] No
17. What do you feel you could contribute to Sustainable Thomson House?

18. Do you think it would be in the interest of Thomson House to connect with other campus groups/organizations interested in sustainability? ☐ Yes ☐ No


20. Do you think it would be in the interest of Thomson House to connect with other Montreal groups/organizations interested in sustainability? ☐ Yes ☐ No

22. If yes, are you aware of any groups/organizations that you believe to be pertinent to the Sustainable Thomson House project?

23. Are there any comments or questions you would like to add?

VI. Communication

24. Would you be interested in staying informed about Sustainable Thomson House? (If 'Yes', feel free to leave your email on a separate document provided by a member of our research team so that STH may contact you. RECALL: This identifying information will NOT be attached to your answers.)

25. If you were to be contacted about Sustainable Thomson House projects or events, what would be the most effective means of communication? (Select all that apply)

- [ ] Facebook
- [ ] Twitter
- [ ] PGSS LISTERV
- [ ] Flyers
- [ ] Phone
- [ ] E-mail
- [ ] Poster in Thomson House
- [ ] Website
- [ ] Other (please specify):

Thank you for completing this survey! Your responses will help us gauge priorities on sustainability within the PGSS and Thomson House.
VISION 2020: CREATING A SUSTAINABLE MCGILL

VISION & GOALS REPORT

McGill University

DRAFT—March 1, 2013
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</tbody>
</table>
INTRODUCTION

Vision 2020: Creating a Sustainable McGill is a year of conversation and planning to set a long-term sustainability strategy for—and from—the McGill community.

This process was undertaken to fulfill a directive in the Sustainability Policy adopted by McGill’s Senate and Board of Governors in 2010:1

Among other initiatives undertaken in support of this Policy, the University will:

- Prepare and regularly update a sustainability plan with specific goals and objectives; and
- Establish sustainability indicators to enable accountability, to communicate specific goals, and to monitor and report on progress;

This Vision and Goals report is an interim deliverable of the Vision 2020 process, which has three phases.

<table>
<thead>
<tr>
<th>PHASE</th>
<th>QUESTION</th>
<th>DELIVERABLE</th>
<th>TIMELINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1</td>
<td>What is the McGill community currently doing around sustainability and how do these efforts compare to those of its peers and to best practices?</td>
<td>Situational Analysis²</td>
<td>February – May 2012</td>
</tr>
<tr>
<td>Phase 2</td>
<td>Where do we want to be on sustainability in the year 2020?</td>
<td>Vision &amp; Goals report</td>
<td>March – December 2012</td>
</tr>
<tr>
<td>Phase 3</td>
<td>How do we get there and how will we measure our progress?</td>
<td>Sustainability Strategy</td>
<td>January – April 2013</td>
</tr>
</tbody>
</table>

During winter 2013 more detailed objectives and indicators will be developed, along with a preliminary plan for implementation. A comprehensive Sustainability Strategy incorporating these components will be delivered to the McGill community and McGill’s governing bodies for approval in spring 2013.

Below are the answers to several common questions about Vision 2020.

WHY WAS THE VISION 2020 PROCESS NEEDED?

There is an urgent imperative for both institutions and individuals to shift toward sustainability. Universities have an important role to play in supporting and informing societies as they transition toward a more sustainable future. McGill has embraced this role and the McGill community has advanced a sustainability agenda quite quickly in the past decade. There have been a number of important high-level McGill commitments to sustainability, including the Environmental Policy (2001) and the Sustainability Policy (2010). The last several years also saw the creation of McGill’s Office of Sustainability (2009) and the flagship Sustainability Projects Fund (2010).

1 http://www.mcgill.ca/sustainability/about/policy/sustainability-policy
Over this period, there has been a groundswell of projects and initiatives around sustainability. These initiatives have spanned McGill’s downtown campus in the heart of Montreal, its Macdonald campus in Sainte Anne de Bellevue, and the networks that connect it with communities near and far. They have covered a broad range of topics from operations to academics to culture. Yet this action has been somewhat disconnected from the more conceptual policies that are in place. Priorities have been emergent, actions have been decentralized, and the process has been driven by grassroots energy, particularly from students. This progress has occurred in the absence of an over-arching strategy for and from the whole university community.

As directed in the Sustainability Policy (2010), Vision 2020 is developing a community-wide strategy to unite students and staff around a mandate to integrate sustainability into all aspects of McGill’s research, education, operations and culture.

**WHAT IS MEANT BY SUSTAINABILITY?**

Sustainability is often thought of in terms of “being green,” but it is much more than that. Although there is debate about how to define and measure sustainability, it is commonly understood that sustainability includes social, economic, and environmental dimensions.

The Vision 2020 process has intentionally steered away from extensive conversations about the definition of sustainability, choosing instead to prompt conversations with a broad concept of sustainability grounded in McGill’s Sustainability Policy:

*A future orientation: working together toward a shared vision for a better future in a manner that integrates social, economic, and environmental dimensions.*

From this starting point, Vision 2020 has essentially crowd-sourced a more nuanced understanding of what sustainability means for McGill. The content of Vision 2020 has been built from the ground up, drawn from McGill community members through consultation and engagement. When asked to envision a sustainable future, McGill’s students, staff, faculty and administrators answered with the ideas presented here. In many ways, therefore, the answer to “what is meant by sustainability?” can be found in the contents of this document.

**WHAT SHOULD I KNOW ABOUT VISION 2020?**

Vision 2020 is not a typical top-down strategic planning process. It is a broad community engagement process led by McGill’s Office of Sustainability and funded by the Sustainability Projects Fund. The process is guided by a 26-member multi-stakeholder Vision 2020 Steering Committee and supported by a 13-member project team that includes staff and students who work for the Office of Sustainability, the Office of Communications Services and External Relations, and the Students’ Society of McGill University. Of the project team, nine are students or recent McGill graduates. A list of key Vision 2020 contributors is available in Appendix C.

The Vision 2020 process is guided by a set of core principles, striving to be *representative* and *inclusive* of the McGill community, *receptive* to existing knowledge, *transparent* in decision-making and prioritizing and *holistic* in approach to engagement visioning and planning, generating community collaboration and recognizing the valuable roles played by all.
The Vision 2020 core team and Steering Committee are deeply committed to ensuring that the final strategy reflects the will of the McGill community and flows smoothly into implementation. To accomplish this, Vision 2020 has built a process that engages the McGill community from the grassroots to the senior administration in creative and sometimes unexpected ways.

Since February 2012, over one thousand McGill community members have contributed their visions to this process through over 20 public events, dozens of presentations, and online. Vision 2020 maintains an active website, blog, Twitter, and Facebook accounts, and has received significant coverage in the McGill campus press. More information about Vision 2020’s consultation and engagement is available in Appendix A.

WHERE DID THE PROPOSALS IN THIS VISION AND GOALS REPORT COME FROM?

The contents of this Vision and Goals report come from the community, through the many consultations Vision 2020 has held with McGill community members.

By reaching out to people in different contexts, the Vision 2020 core team engaged participants and collected their ideas and critiques (data). These data were analyzed using content analysis to pull out themes and categories. These were built from the ground up by looking for common themes in what people were talking about, ranging from ‘Applied Academics’ to ‘Community Building’ to ‘Energy Systems’. The 22 emergent themes were then grouped into the five overarching categories that frame this document (Research, Education, Connectivity, Operations, Administration & Governance). Finally, goals were developed around the themes in each category.

In crafting the vision and goals presented here, the Vision 2020 core team and Steering Committee have sought to balance realism and ambition, asking both “Is this possible?” and “Is this enough?” When in doubt, the balance has been tipped toward ambition at this stage in the process, recognizing the value of an aspirational touchstone and realizing that there will be many opportunities for realism assert itself during the transition to implementation.

Data summaries are available on the Vision 2020 website³ and detailed data reports are available on request.

HOW DOES VISION 2020 ALIGN WITH OTHER PLANNING PROCESSES CURRENTLY UNDERWAY AT MCGILL?

McGill is currently in the final stages of several high-profile planning processes with mandates that overlap with Vision 2020’s. The three most relevant to sustainability are ASAP 2012: Achieving Strategic Academic Priorities,⁴ the Strategic Research Plan (draft) ⁵ and the Principal’s Task Force on Diversity, Excellence and Community Engagement.⁶

There is a high degree of alignment between the goals being advanced by Vision 2020 and the goals identified through these other processes, providing significant opportunities for collaboration in their implementation.

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Importantly, the breadth and depth of Vision 2020’s engagement process means that the goals in this report have strong community support.

For a more detailed comparison of the alignment between Vision 2020’s goals and those of these complementary processes, see Appendix B.

**IS THIS GOING TO BE A “POLICY ON THE WALL”?**

Absolutely not. The purpose of the Vision and Goals report is to inspire change and guide action. A wide cross-section of the McGill community has contributed to building this vision, and we all share a responsibility to turn it into a reality. Though roles will necessarily differ, individuals, units, departments, and organizations across McGill will be expected to commit to work together toward the future that this document lays out.

The complete Sustainability Strategy, to be delivered in spring 2013, will provide more detail about the potential roles that McGill community members can play.

To learn more about the Vision 2020 process and what you can do to contribute to sustainability at McGill, please contact the McGill Office of Sustainability at vision2020@mcgill.ca or visit the Vision 2020 website at http://www.mcgill.ca/sustainability/vision2020. Questions and ideas are always welcome.
MCGILL’S SUSTAINABILITY VISION

This vision describes a desired future. It is written in the present tense to make that future easier to imagine.

Shifts in attitudes, behaviours and culture will be necessary in order to transition from where we are today to where we want to be. These shifts are urgently needed—the accelerating effects of climate change, rising inequality, and recent global economic crises are a few of many examples that point to the same conclusion: maintaining the status quo is not an option. Human societies must learn to live within the limits of a finite planet.

MCGILL RECOGNIZES AND EMBRACES THE UNIQUE RESPONSIBILITY OF UNIVERSITIES TO SUPPORT SOCIETIES IN THEIR TRANSITION TOWARD SUSTAINABILITY. WE GENERATE THE KNOWLEDGE NEEDED TO CREATE A MORE SUSTAINABLE FUTURE. WE CULTIVATE CITIZENS AND LEADERS WHO HAVE THE SKILLS AND COMMITMENT TO PUT THAT KNOWLEDGE INTO PRACTICE. THIS IS ONE OF THE LEADING PLACES IN NORTH AMERICA TO STUDY AND LEARN ABOUT SUSTAINABILITY.

MCGILL—AS AN INSTITUTION AND A COMMUNITY—“WALKS THE WALK” OF SUSTAINABILITY IN ALL THAT WE DO. OUR DECISIONS AND ACTIONS REFLECT OUR ROLE AS PART OF NATURE AND OUR DUTY TO CURRENT AND FUTURE GENERATIONS AND THE PLANET. OUR CAMPUS COMMUNITY IS DIVERSE, CARING, AND INCLUSIVE—A PLACE WHERE PEOPLE AND IDEAS FLOURISH.

AT MCGILL, WE STRIVE TO BE ONE OF THE BEST UNIVERSITIES IN THE WORLD BY DOING OUR BEST FOR THE WORLD.
**McGill’s Sustainability Goals for 2020**

Universities play a unique and important role in facilitating societies’ shift toward sustainability. Like other institutions, they must act responsibly—and can even serve as models for society—by embracing sustainability in their operations, administration and governance. Because of their mission, however, universities’ deepest impacts come from the knowledge that is generated by their research, the way they educate and prepare their students, and the connections that link them with communities near and far.

Sustainability, by its nature, resists categorization. It is about integration, complexity, and the interdependence of systems. When members of the McGill community talk about a more sustainable McGill of the future their ideas do not fall into tidy and mutually exclusive categories. While it is possible to sort and organize the ideas, it is important to keep in mind the limits of any organizational scheme and the fundamental connections among ideas and categories. In many cases, the solutions that will move us toward a more sustainable future must strengthen connections and dismantle boundaries.

This document presents McGill’s sustainability goals as they relate to five key ways through which a university can make a difference to society: research, education, connectivity, operations and administration & governance.

The three dimensions of sustainability (social, economic and environmental) are integrated into the goals in all five categories.

*As with the vision, the goal statements here describe a desired future. They are written in the present tense to make that future easier to imagine, and to make it easier to recognize whether they have been achieved.*

**Category Explanations**

**Research:** This category encapsulates ideas best described as the ‘what’, ‘why’, ‘how’ and ‘who’ of research at McGill, and considers research activities conducted both on campus and elsewhere.

**Education:** This category focuses on student learning opportunities (formal curriculum, informal student experience) as well as the learning of faculty, staff and the institution.

**Connectivity:** This category emphasizes the need for strong connections, both at McGill and in the communities within which we are nested, from local to global.

**Operations:** This category encompasses the physical (materials and energy) activities that support the ongoing functioning of the university.

**Administration & Governance:** This category includes considerations about how we run the university in terms of people, funding and finance, decision-making and process implementation.
RESEARCH

VISION FOR 2020

A rich diversity of research is conducted at McGill by faculty, students, staff and community partners. We value both basic and problem-oriented research for their ability to generate knowledge and contribute to society. Recognizing the interconnected nature of complex local, regional and global issues, we collaborate across disciplines to inform and advance solutions to contemporary problems. We are aware of and responsible for the environmental, economic and social implications of our research.

WE WILL KNOW WE HAVE ACHIEVED THIS WHEN THE FOLLOWING GOALS ARE MET:

- McGill recognizes and supports research that informs and advances solutions to sustainability challenges.
- McGill actively facilitates collaborative research both within disciplines and across disciplinary boundaries.
- The social, economic and environmental impacts of all research activities undertaken by or on behalf of McGill are considered in advance and negative effects are minimized.

EDUCATION

VISION FOR 2020

McGill is a truly student-centered institution and one in which the learning of faculty, staff, and community partners is also actively supported. We learn together and from each other, in and out of the classroom, to become critical and engaged citizens. Concepts of and strategies for sustainability are integrated into our programming, pedagogy and assessment, equipping McGill’s students and staff with the skills, values, experiences, and perspectives to address the grand challenges of the 21st century.

WE WILL KNOW WE HAVE ACHIEVED THIS WHEN THE FOLLOWING GOALS ARE MET:

- McGill’s student experience cultivates citizenship and leadership both inside and outside the classroom.
- McGill’s academic, administrative and support staff are supported in their professional development and encouraged to be lifelong learners.
- McGill graduates have acquired skills that equip them to work across disciplinary, sectoral and cultural boundaries.

7 This vision is closely aligned with the vision advanced in McGill’s draft Strategic Research Plan (2012) and ASAP 2012: Achieving Strategic Academic Priorities (2012)—see Appendix B.
8 This vision is closely aligned with the vision advanced in ASAP 2012: Achieving Strategic Academic Priorities (2012)—see Appendix B. It is also congruent with reports of the McGill Inquiry Network and the mandate of the Undergraduate Learning Outcomes working group (2012-2014).
• McGill graduates have practiced translating classroom knowledge to complex real-world situations through an applied learning experience.

• McGill graduates understand what sustainability means, why it is important and how it relates to their fields of study.

**CONNECTIVITY**

**VISION FOR 2020**

The fabric of the McGill community is strong, and so are our ties with the interconnected communities into which we are woven, from local to global. All members of the McGill community feel welcome, valued, relevant and informed—recognizing themselves as integral participants in the campus community. McGill as a whole values its important role beyond the campus, and is connected with and responsive to Montreal, Quebec, Canada and the world. Strong relationships, accessible information and multidirectional listening and learning are the norm.

**WE WILL KNOW WE HAVE ACHIEVED THIS WHEN THE FOLLOWING GOALS ARE MET:**

• McGill supports the health and happiness of students, faculty and staff, and facilitates their integration into the McGill community.

• Community engagement—within and beyond McGill—is valued as a core element of the McGill student, staff and faculty experience.

• McGill sustains many strong, reciprocal relationships with partners in local, regional and global communities.

• Knowledge flows freely in all directions—within McGill, from McGill to the communities to which we belong and from those communities to McGill.

**OPERATIONS**

**VISION FOR 2020**

Acknowledging the finite limits of the planet, we have re-oriented all activities carried out by or on behalf of McGill to minimize their impact and maximize their contribution to resilient, just and flourishing human and ecological systems. We recognize that this is a responsibility shared by all members of the McGill community—individuals, units, departments and organizations across McGill understand and embrace the role that they play. We consider

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9 This vision is closely aligned with the recommendations of the Principal’s Task Force on Diversity, Excellence and Community Engagement (2011). It is also congruent with the Strategic Research Plan and ASAP (2012)—see Appendix B.

10 This vision is closely aligned with McGill’s Sustainability Policy (2010) and Physical Master Plan (2008).
all activities in light of their life cycle and in light of the question, “Is this really needed?” Operations at McGill are closely integrated with research and education as a mutually beneficial system that encourages adaptation and improvement.

WE WILL KNOW WE HAVE ACHIEVED THIS WHEN THE FOLLOWING GOALS ARE MET:

- Renewable energy sources supply the vast majority of McGill’s energy needs and McGill is progressively increasing the share of its energy coming from renewable sources while minimizing non-renewables.
- All products and services purchased by McGill are sustainably-sourced.
- Zero waste (energy, water, solid, air) is the target for all activities at McGill. This target is aggressively pursued and improvement is continuous.
- McGill’s natural and built environment supports resilient ecosystems, strong communities and individual well-being.
- McGill’s operations serve as a “living lab” that fosters learning for staff and students through close and mutually beneficial integration with education and research. Experimentation and adaptation are encouraged and lessons are shared within and beyond McGill.

ADMINISTRATION & GOVERNANCE

VISION FOR 2020

All decisions at McGill are made and implemented with a sustainable future in mind. The way we function as an institution and a community matches the values we hold, and supports the commitment McGill has made to sustainability. This can be seen in our recruitment, evaluation, financial portfolio and resource allocation, as well as in our decision-making at all levels. Our institutional structures are flexible, adaptive, and inclusive, nurturing innovation, equity and the development of best practices in administration and governance.

WE WILL KNOW WE HAVE ACHIEVED THIS WHEN THE FOLLOWING GOALS ARE MET:

- McGill attracts, retains and supports students, faculty and staff who have diverse origins, ideas and experiences, and who embody a broad definition of excellence.
- McGill recognizes and rewards commitment to sustainability in its evaluation of the performance of faculty and staff.
- Participation, transparency and accessibility are valued as core components of decision-making at McGill.

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11 This vision is closely aligned with the recommendations of the Principal’s Task Force on Diversity, Excellence and Community Engagement (2011)—see Appendix B—and with McGill’s Sustainability Policy (2010).
• Sustainability is considered in decisions made at every level at McGill.

• McGill’s financial portfolio is accountable to the principles of sustainability (social, economic and environmental).

• McGill’s budgetary process and resource allocation demonstrate a commitment to sustainability as a core priority for McGill.
APPENDIX A. VISION 2020 PROCESS AND COMMUNITY ENGAGEMENT

Vision 2020 is about more than writing a Sustainability Strategy, it is about connecting people and working together toward a vision for a more sustainable future. The Vision 2020 process has reached out to McGill students, staff, faculty, and administrative staff, asking them to imagine a sustainable McGill. Since kicking off the community visioning process in March 2012, Vision 2020 has held multiple events aimed at reaching a broad cross-section of the community—over 1,000 people have participated in targeted events. This appendix summarizes the consultative process that justifies the Vision 2020 claim of being truly a sustainability vision “from and for the community”.

Broadly speaking, engagement has included six major steps. Details behind this process are available on the Vision 2020 website (http://www.mcgill.ca/sustainability/vision2020) and blog (http://mcgillvision2020.com/blog/). Data summaries are available from the Office of Sustainability upon request.

A 26 member Vision 2020 steering committee, including student, faculty, and administrative representatives, has helped steer this process forward. In addition to the events Vision2020 has organized (described below), Vision 2020 representatives have also met with many groups including, among others, faculty councils, the Student Life and Learning Executive Team, the Student Services’ Directors, the Research Advisory Council, the SSMU Environment Committee, and the Senate Committee on Physical Development.

STEP 1. ENGAGE THE BROAD COMMUNITY

Timeline: March – May 2012

The public launch of Vision 2020 began to get people thinking about a long-term sustainability vision and identified ideas for change. Engagement involved large community conversations downtown and at Macdonald campus, presentations to campus groups, and many one-on-one conversations between members of the Vision 2020 project team and Vision 2020 steering committee members, campus sustainability champions and decision-makers.

An enormous breadth of ideas, goals, and visions for sustainability were generated. The Vision 2020 team then used content analysis to identify 12 themes.
STEP 2. DEEPEN CONVERSATION THROUGH WORKING GROUPS

Timeline: July 2012

Working groups were convened to discuss four areas important for sustainability at McGill: Research; Teaching; Operations; and Culture. The groups were asked to envision a sustainable McGill and propose goals to advance sustainability. A mix of administrative staff, students, and faculty were invited to each group, as Vision 2020 sought out experts and champions related to each area. Each group met once, although many participants have played ongoing and evolving roles in the Vision 2020 process.

The Vision 2020 team used content analysis to explore the data generated through sticky note exercises. Altogether, 22 themes for sustainability were identified and subsequently grouped into 5 categories: Research, Teaching, Connectivity, Operations, and Administration & Governance. (See table at the end of this appendix.)

STEP 3. RE-LAUNCH AND BROADEN ENGAGEMENT

Timeline: September – October 2012

Vision 2020 kicked off the fall semester with fun events during Orientation and a Sustainability Fair. The fair featured exhibits showcasing sustainability efforts at McGill. Participants were asked to contribute their strategic goals for sustainability at five facilitated table discussions on Research, Teaching, Connectivity, Operations, and Administration & Governance. Again, a mix of staff, students, and faculty attended. Vision 2020 also staged nine informal gatherings (called ‘Talking Tuesdays’) outside on sunny Tuesdays in late summer-early fall. Students, faculty, and administrative staff mingled outside, drank lemonade, and talked about advancing sustainability at McGill.

The data from these conversations, along with those from all previous rounds of engagement, fed into a draft Vision and Goals document. Goals were developed to coincide with the identified theme areas.
STEP 4. REVISE DRAFT THROUGH WORKING GROUPS

**Timeline:** October 2012

Five working groups on the categories of Research, Teaching, Connectivity, Operations, and Governance & Administration were convened to revise a preliminary draft of the Vision & Goals and to brainstorm potential opportunities to collaboratively reach these goals.

The draft was then revised based off of individual and group feedback about gut reactions, major critiques, favourites, and missing elements. Some goals were added, clarified, or made more consistent with the concept of “ambitious realism”.

STEP 5. COMMUNITY VALIDATION

**Timeline:** November-December 2012

Multiple approaches were taken to validate the Vision & Goals across the McGill community. An online feedback tool was sent to community members via email, in order to capture any major critiques, favourites, and missing elements. Large-scale copies of the Vision & Goals were placed in seven high-traffic hallways across the downtown and Macdonald campuses, with the goal of getting broad feedback and allowing community members to “track changes” to the document in a visible way. Finally, the draft Vision & Goals was brought forward to the senior administration team for feedback about the Vision & Goals (content) and Vision 2020’s next steps (process).

STEP 6. FINALIZE AND TRANSITION TO IMPLEMENTATION

**Timeline:** December 2012 – Fall 2013

The Vision & Goals document will eventually form part of a unified Sustainability Strategy. The Sustainability Strategy will include a finalized Vision & Goals alongside an Action Plan that includes transition statements, proposed actions and potential indicators for monitoring progress. Vision 2020 has already collected some data that will help inform a draft set of transition statements, proposed actions and potential indicators. These will be refined through further consultation in March and April. Beginning in April 2013, the Vision & Goals document will be taken out for approval by the McGill community at large and McGill’s governing bodies. Action planning will continue through the summer with the goal of having a completed Sustainability Strategy (including both Vision & Goals and Action Plan) in Fall 2013. It is expected that a more detailed and granular Implementation Plan will follow after the Sustainability Strategy.
METHODS SUMMARY

Throughout the process of community engagement, Vision 2020 has been diligently listening to, documenting, and analyzing community member contributions. The ‘data’ of Vision 2020 comes in several forms. Ideas for visions and goals were written on sticky notes (individually) or on large sheets of paper (in groups) at multiple events. Content analysis was used to synthesize these ideas into themes. These themes broadly reflect how people conceptualize ‘sustainability’ at McGill, based on natural patterns in the data. For example, the statement “more gardens” could be coded to a “Food Systems” theme or cross-coded to a “Built Environment” theme.

The themes evolved from Step 1, when student involvement was predominant, to Step 3, when multiple voices contributed to deepening the conversations. An initial set of 12 themes (from Step 1) was expanded and refined to a set of 22 themes, grouped into 5 overlapping categories. The Vision 2020 team used these themes as building blocks for constructing both the vision and goals. Table 1 summarizes the major themes as initially grouped by category. Note that the goals were developed iteratively with the community from this initial set of thematic building blocks.

In later stages of the process, the Vision 2020 team primarily sought feedback on a preliminary draft document. The data is therefore the feedback received from community members in terms of gut reactions, missing elements, major critiques, and favourites as related to the draft. This feedback was incorporated to inform the Vision & Goals report presented here.

Table: Themes grouped by category

<table>
<thead>
<tr>
<th>RESEARCH</th>
<th>TEACHING</th>
<th>CONNECTIVITY</th>
<th>OPERATIONS</th>
<th>ADMINISTRATION &amp; GOVERNANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Problem focused, Interdisciplinary &amp; Collaborative research</td>
<td>• Applied Academics (applied student research, inquiry-based learning)</td>
<td>• Break the McGill bubble &amp; outward community engagement</td>
<td>• Procurement &amp; Contracting</td>
<td>• Leadership &amp; Excellence</td>
</tr>
<tr>
<td>• Community/society driven research</td>
<td>• Engagement &amp; citizen-making</td>
<td>• Participation &amp; Engagement at McGill</td>
<td>• Equipment &amp; Technology</td>
<td>• Accountability &amp; Governance</td>
</tr>
<tr>
<td>• Student experience/Informal learning</td>
<td>• Formal curriculum</td>
<td>• Accessibility &amp; Communication</td>
<td>• Built /Natural Environments</td>
<td>• Funding &amp; finance</td>
</tr>
<tr>
<td>• Formal curriculum</td>
<td>• Health and Wellness</td>
<td>• Transportation</td>
<td>• Energy &amp; Carbon</td>
<td>• HR/Personnel</td>
</tr>
</tbody>
</table>
APPENDIX B. ALIGNMENT BETWEEN VISION 2020 AND OTHER PLANNING PROCESSES AT MCGILL

This appendix summarizes the major areas of alignment between Vision 2020’s Vision & Goals report and parallel high-level processes at McGill. Although there are many policies, plans, and processes at McGill that may align with Vision 2020’s goals, three current high-level initiatives are highlighted here:

1. ASAP 2012: Achieving Strategic Academic Priorities;
2. The draft Strategic Research Plan (SRP) 2013 – 2016: Understanding and Improving the Human Condition in a Globalized World; and,
3. The recommendations of the Principal’s Task Force on Diversity, Excellence and Community Engagement

The matrix below summarizes areas of overlap between Vision 2020’s draft goals and these existing initiatives. The recommendations and depth of discussion in each document vary, as do the structures used to suggest next steps.

ASAP 2012: Achieving Strategic Academic Priorities, A plan for McGill is developed around six broad goals, three cross-cutting themes (one of which is sustainability), and ten major strategic objectives. The objectives are linked to concrete actions that culminate in three overarching strategic priorities.

The Strategic Research Plan (SRP) is organized into a set of five core commitments (one of which is sustainability) and seven areas of research excellence. An SRP Implementation Strategy follows built around three strategic objectives with a set of accompanying drivers.

The Principal’s Task Force on Diversity, Excellence and Community Engagement is structured according to three strategic recommendations, and a series of actionable measures for each recommendation.

The matrix below has been populated with the following information from each document:

- ASAP 2012—statements made at the level of strategic objectives, informed by a consideration of the strategies and actions nested under each objective;
- SRP—statements made at the level of drivers, informed by a consideration of the measures nested under each driver, as well as the core commitments and areas of research excellence;
- Principal’s Task Force on Diversity, Excellence and Community Engagement—statements made at the level of recommendations, informed by a consideration of measures nested under each recommendation.

The matrix does not summarize all potential areas of alignment among the documents. For example, in the case of ASAP 2012, many of the actions nested under each strategic objective may directly or indirectly align with Vision 2020 goal statements.

VISION 2020 ALIGNMENT MATRIX

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12 The analysis presented here is based on the draft of the Strategic Research Plan that was circulated for comment in August 2012.
### RESEARCH

**R1.** McGill recognizes and supports research that informs and advances solutions to sustainability challenges.

| Objective 1. Achieve new directions in faculty hiring, retention and career development and leadership. | Driver 1.1. Research planning and development  
Driver 1.2. Comprehensive research administration  
Driver 2.2. Strengthen local and regional connections  
Driver 2.3. Refresh and implement a comprehensive internationalization strategy  
Driver 3.2. Community engagement  
Driver 3.3. Commercialization | Recommendation 2. Our definition of excellence at McGill shall be broadened to ensure that the indicators of excellence that we value and with which we measure ourselves correspond with our mission, including our broad commitment to positive societal impact. |

**R2.** McGill actively facilitates collaborative research both within disciplines and across disciplinary boundaries.

| Objective 1. Achieve new directions in faculty hiring, retention and career development and leadership.  
Objective 3. Ensure innovation in graduate studies based on research strengths and competitive funding.  
Objective 4. Develop and implement transformative research and creative activity initiatives based on competitive advantage. | Driver 1.1. Research planning and development  
Driver 3.1. Knowledge mobilization and communication | Recommendation 2. Our definition of excellence at McGill shall be broadened to ensure that the indicators of excellence that we value and with which we measure ourselves correspond with our mission, including our broad commitment to positive societal impact. |

**R3.** The social, economic and environmental impacts of all research activities undertaken by or on behalf of McGill are considered in advance and negative effects are minimized.

### EDUCATION

**E1.** McGill’s student experience cultivates citizenship and leadership both inside and outside the classroom.

| Objective 2. Emphasize innovative delivery of educational programs and appropriate levels of student aid to improve access to underrepresented groups. | Driver 1.3. Nexus between research and education | Recommendation 2. Our definition of excellence at McGill shall be broadened to ensure that the indicators of excellence that we value and with which we measure ourselves correspond with our mission, including our broad commitment to positive societal impact. |

**E2.** McGill’s academic, administrative and support staff are supported in their professional development and encouraged to be lifelong learners.

| Objective 1. Achieve new directions in faculty hiring, retention and career development and leadership.  
Objective 6. Enhance career development and mobility opportunities for administrative and support staff. | Driver 1.2. Comprehensive research administration | |

**E3.** McGill graduates have acquired skills that equip them to...
work across disciplinary, sectoral, and cultural boundaries.  

- E4. McGill graduates have practiced translating classroom knowledge to complex real-world situations through an applied learning experience.

- E5. McGill graduates understand what sustainability means, why it is important, and how it relates to their fields of study.

### CONNECTIVITY

<table>
<thead>
<tr>
<th>C1. McGill supports the health and happiness of students, faculty, and staff, and facilitates their integration into the McGill community.</th>
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</thead>
<tbody>
<tr>
<td><strong>Objective 2.</strong> Emphasize innovative delivery of educational programs and appropriate levels of student aid to improve access to underrepresented groups.</td>
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<tr>
<th>C2. Community engagement – within and beyond McGill – is valued as a core element of the McGill student, staff, and faculty experience.</th>
</tr>
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</table>
| **Objective 4.** Develop and implement transformative research and creative activity initiatives based on competitive advantage.  
**Objective 8.** Provide service to Quebec, Canada and the global community by means of activities and international collaborations with measurable impact.  
| **Driver 2.2.** Strengthen local and regional connections  
**Driver 2.3.** Refresh and implement a comprehensive internationalization strategy  
**Driver 3.1.** Knowledge mobilization and communication  
**Driver 3.2.** Community engagement |
| **Recommendation 3.** Affirm a commitment to McGill’s positive engagement with, and impact on, outside communities, locally, nationally and globally; build innovatively and progressively on the University’s history of service to society and thereby expand opportunities for research, scholarship, and learning. |

<table>
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<tr>
<th>C3. McGill sustains many strong, reciprocal relationships with partners in local, regional, and global communities.</th>
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</thead>
</table>
| **Objective 2.** Emphasize innovative delivery of educational programs and appropriate levels of student aid to improve access to underrepresented groups.  
**Objective 4.** Develop and implement transformative research and creative activity initiatives based on competitive advantage.  
**Objective 8.** Provide service to Quebec, Canada and the global community by means of activities and international collaborations with measurable impact.  
**Objective 9.** Encourage diversity in origin and ideas among students, faculty,  
| **Driver 2.2.** Strengthen local and regional connections  
**Driver 2.3.** Refresh and implement a comprehensive internationalization strategy  
**Driver 3.1.** Knowledge mobilization and communication  
**Driver 3.2.** Community engagement |
| **Recommendation 3.** Affirm a commitment to McGill’s positive engagement with, and impact on, outside communities, locally, nationally and globally; build innovatively and progressively on the University’s history of service to society and thereby expand opportunities for research, scholarship, and learning. |
Objective 2. Emphasize innovative delivery of educational programs and appropriate levels of student aid to improve access to underrepresented population groups.

Objective 4. Develop and implement transformative research and creative activity initiatives based on competitive advantage.

Objective 6. Enhance career development and mobility opportunities for administrative and support staff.

Objective 7. Implement new approaches to academic analytics, processes, tools and feedback loops.

Objective 8. Provide service to Quebec, Canada and the global community by means of activities and international collaborations with measurable impact.

Objective 10. Attain pre-eminence in education for the professions.

Driver 2.2. Strengthen local and regional connections

Driver 2.3. Refresh and implement a comprehensive internationalization strategy

Driver 3.1. Knowledge mobilization and communication

Driver 3.2. Community engagement

Recommendation 2. Our definition of excellence at McGill shall be broadened to ensure that the indicators of excellence that we value and with which we measure ourselves correspond with our mission, including our broad commitment to positive societal impact.

Recommendation 3. Affirm a commitment to McGill’s positive engagement with, and impact on, outside communities, locally, nationally and globally; build innovatively and progressively on the University’s history of service to society and thereby expand opportunities for research, scholarship, and learning.

OPERATIONS

O1. Renewable energy sources supply the vast majority of McGill’s energy needs and McGill is progressively increasing the share its energy coming from renewable sources while minimizing non-renewables.

O2. All products and services purchased by McGill are sustainably-sourced.

O3. Zero waste (energy, water, solid, air) is the target for all activities at McGill. This target is aggressively pursued and improvement is continuous.

O4. McGill’s natural and built environment supports resilient ecosystems, strong communities, and individual well-being.

O5. McGill’s operations serve as a “living lab” that fosters learning for staff and students through close and mutually beneficial integration with education and research. Experimentation and adaptation are encouraged and lessons are shared within and beyond McGill.
<table>
<thead>
<tr>
<th>AG1. McGill attracts, retains, and supports students, faculty and staff who have diverse origins, ideas, and experiences, and who embody a broad definition of excellence.</th>
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<tbody>
<tr>
<td><strong>Objective 1.</strong> Achieve new directions in faculty hiring, retention and career development and leadership.</td>
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<tr>
<td><strong>Objective 2.</strong> Emphasize innovative delivery of educational programs and appropriate levels of student aid to improve access to underrepresented population groups.</td>
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<tr>
<td><strong>Objective 6.</strong> Enhance career development and mobility opportunities for administrative and support staff.</td>
</tr>
<tr>
<td><strong>Objective 9.</strong> Encourage diversity in origin and ideas among students, faculty, and staff.</td>
</tr>
<tr>
<td><strong>Recommendation 1.</strong> McGill University will demonstrate a firm commitment to the recruitment, retention and professional development of diverse and excellent academic staff, administrative and support staff, and students, placing a strong emphasis on expanding the candidate pools and the pipelines of future candidates to accelerate progress in this regard.</td>
</tr>
<tr>
<td><strong>Recommendation 2.</strong> Our definition of excellence at McGill shall be broadened to ensure that the indicators of excellence that we value and with which we measure ourselves correspond with our mission, including our broad commitment to positive societal impact.</td>
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<tr>
<th>AG2. McGill recognizes and rewards commitment to sustainability in its evaluation of the performance of faculty and staff.</th>
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<tbody>
<tr>
<td><strong>Objective 1.</strong> Achieve new directions in faculty hiring, retention and career development and leadership.</td>
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<td><strong>Objective 6.</strong> Enhance career development and mobility opportunities for administrative and support staff.</td>
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<tr>
<th>AG3. Participation, transparency and accessibility are valued as core components of decision-making at McGill.</th>
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<tr>
<td><strong>Objective 5.</strong> Develop a culture of “best practices” in support of academic endeavours.</td>
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<tr>
<th>AG4. Sustainability is considered in decisions made at every level at McGill.</th>
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<tbody>
<tr>
<td><strong>Objective 5.</strong> Develop a culture of “best practices” in support of academic endeavours.</td>
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<tr>
<th>AG5. McGill’s financial portfolio is accountable to the principles of sustainability (social, economic and environmental).</th>
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<tbody>
<tr>
<td><strong>Objective 5.</strong> Develop a culture of “best practices” in support of academic endeavours.</td>
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<tr>
<th>AG6. McGill’s budgetary process and resource allocation demonstrate a commitment to sustainability as a core priority for McGill.</th>
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<tbody>
<tr>
<td><strong>Objective 1.</strong> Achieve new directions in faculty hiring, retention and career development and leadership.</td>
</tr>
<tr>
<td><strong>Objective 5.</strong> Develop a culture of “best practices” in support of academic endeavours.</td>
</tr>
</tbody>
</table>
APPENDIX C: CONTRIBUTORS

Thousands have contributed to shaping this document but the contributors listed below have played an integral role in shaping and guiding the Vision 2020 process. See Appendix A for a summary of the Vision 2020 process, including data analysis.

Vision 2020 Steering Committee

Jim Nicell, Associate Vice-Principal, University Services (Chair)
Elena Bennett, Associate Professor, Faculty of Agricultural and Environmental Sciences
Anna Birnie-Lefcovitch, Special Project Officer, Research and International Relations
Carole Brabant, Assistant Vice-Principal, Strategic Planning and Research Development, Research and International Relations
Andrea Clegg, Special Projects Administrator, Social Equity and Diversity Education Office
Nathalie Cooke, Associate Provost, Academic Staff & Priority Initiatives
Allison Cooper, Students’ Society of McGill University (SSMU) delegate
Frederic Fovet, Director, Office for Students with Disabilities
Mariève Isabel, Post-Graduate Students’ Society (PGSS) delegate
Susanna Klassen, Macdonald Campus Students’ Society (MCSS) delegate

Mathieu Laperle, Director, Food and Dining Services
Bruce Lennox, Chair, Department of Chemistry
Jana Luker, Director, Student Services
Steve Maguire, Associate Professor, Desautels Faculty of Management
Morton Mendelson, Deputy Provost, Student Life and Learning
Denis Mondou, Director, Utilities and Energy Management
Marianna Newkirk, Associate Dean (Research), Faculty of Medicine
Kelly Nugent, Post-Graduate Students’ Society (PGSS) delegate
Josh Redel, Students’ Society of McGill University (SSMU) delegate
Nigel Roulet, Professor, Faculty of Science
Kathy Zendehbad, Associate Director, Procurement Services
**Vision 2020 Project Team**

Justin Berot-Burns, *Office of Sustainability, Web Communications Intern*  
Amara Possian, *Office of Sustainability, Vision 2020 Project Manager*  

Laura Fraser, *Office of Sustainability, Communications Intern*  
Sean Regione, *Office of Sustainability, Vision 2020 Engagement Intern*  

David Gray-Donald, *Students’ Society of McGill University, Sustainability Coordinator*  
Julia Solomon, *Communications and External Relations, Senior Communications Specialist*  

Martin Krayer von Krauss, *Office of Sustainability, Manager*  
Aaron Vansintjan, *Office of Sustainability, Vision 2020 Engagement Intern*  

Josée Méthot, *Office of Sustainability, Data Strategist*  
Julie Wiams, *Office of Sustainability, Vision 2020 Engagement Intern*  

Will Miller, *Office of Sustainability, Multimedia Intern*  
Lilith Wyatt, *Office of Sustainability, Sustainability Projects Fund Administrator*  

Kathleen Ng, *Office of Sustainability, Environmental Officer*  

**Consultants**

The Natural Step Canada (Pong Leung, Brendan Seale)  

Sustainability Solutions Group (Ann Dale, Rebecca Foon, Yuill Hebert)

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13 Consultants played a minor advisory role, reviewing draft documents and responding to questions from the Vision 2020 core team on process design and strategies for successful implementation.
PGSS Sustainability Coordinator Position:

A case for the position’s continuance and mandate expansion

Current position (January 2012 – June 2013):
- $16.50 X 15 hours/week (total $15,000) for Sustainable Thomson House project

Current Sustainability Coordinator roles - Proposed Sustainability Coordinator roles

Conduct operation and building audits
- Develop metrics and conduct assessments for PGSS operations and Thomson House activities
- Complete STARS report and 5 year Sustainability Action Plan
- Provide technical expertise and troubleshooting for sustainability projects related to PGSS
- Plan and execute 2 community consultations for graduate students
- Liaise with the PGSS executives, commissioners, and staff on various projects related to PGSS and Thomson House
- Reevaluate the STARS report every three years, as is customary at other universities

Provide student opportunities
- Recruit and manage student volunteers and Sustainable Thomson House Working Group
- Develop and run a sustainable ambassadors program for graduate students
- Recruit more volunteers and interns, and maintain Sustainable Thomson House Working Group
- Work closely with professors to offer students course credit

Implement the Sustainability Action Plan
- Implement operations and building improvements
- Liaise between the Thomson House/PGSS staff, executives, commissioners, and PGSS members to delegate and follow up on various aspects of the Sustainability Action Plan
- Apply to various sources of funding to ensure the implementation of the Sustainability Action Plan
- Provide sustainability training for new staff and executives
Beyond Thomson House:

- **PGSS contact for McGill Office of Sustainability, Sustainability Coordinating Group, SSMU Sustainability Coordinator, and Sustainability Projects Fund**
- **In collaboration with the PGSS Environment Commissioner, promote the Sustainability Projects Fund to graduate students, and support PGSS members with sustainability efforts at McGill**
- **Assist graduate students in developing project proposals and applying for funding from Sustainability Projects Fund**
- **Liaise with Vision2020 steering committee to help implementation of sustainability goals adopted by McGill University**

**Rationale for a permanent Sustainability Coordinator:**

- Historically, a lack of institutional memory and central coordination has led to unsuccessful sustainability projects at Thomson House before the recruitment of a Sustainability Coordinator
- Without a Sustainability Coordinator to oversee the implementation of the Sustainability Action Plan, it is highly likely that goals will not be completed due to lack of manpower, expertise and time commitment
- Results from the PGSS-wide survey conducted by ENVR401 highlighted the lack of a permanent Sustainability Coordinator position as the major challenge for the continued success for the Sustainable Thomson House Project
- PGSS staff, executives, and commissioners do not have adequate time or resources to research best practices, implement the Sustainability Action Plan or to manage student projects
- The coordinator would keep up to date with best practices, which the PGSS staff, executives, and commissioners would likely not have time for
AGENDA
1. Approval of the Agenda
2. Speaker’s Report
3. Announcements
   Lilith Wyatt, Sustainable Projects Fund (3 min)
4. Approval of the Minutes
5. Business Arising from the Minutes and Standing Orders
   5.1. Motion R12-04-#078 · To accept recommendations of the Appointments Board
   5.2. Motion R12-02-#070 · Student Services Ancillary Fee Referendum Question
   5.3. Motion R12-02-#071 · Athletics Ancillary Fee Referendum Question
   5.4. Motion R12-02-#072 · Creation of a McGill Writing Centre Ancillary Fee Referendum Question
   5.5. Motion R12-02-#073 · Graduate Application Fee Referendum Question
   5.6. Motion R12-02-#074 · Library Improvement Fund Referendum Question
   5.7. Motion R12-02-#075 · Sustainability Projects Fund Fee Referendum Question
   5.8. Motion R12-02-#076 · Motion Regarding a Graduate Student McGill Tribune Fee
   5.9. Motion R12-02-#077 · Library Improvement Fund Expenditure: Children’s Books
6. Executive Reports
   6.1. Academic Affairs Officer
   6.2. Finance Officer
   6.3. Internal Affairs Officer
   6.4. Secretary-General
7. Commissioner Reports
   7.1. Environment Commissioner
   7.2. Member Support Commissioner
   7.3. Health Commissioner
8. Other Reports
   8.1. Equity Committee
9. Question Period
10. New Business
    10.1. Motion R12-04-#079 · Motion to increase Elections and Referenda budget line by $1200
    10.2. Motion R12-04-#080 · Tuition referendum question
    10.3. Motion R12-04-#081 · Motion for a PGSS Regular Member Fee Reduction Referendum Question
    10.4. Motion R12-04-#082 · Motion regarding revised grants program funding policy
    10.5. Motion R12-04-#083 · Motion regarding order of annual general meeting motions
    10.6. Motion R12-04-#084 · Motion to censure the External Affairs Officer
    10.7. Motion R12-04-#085 · Motion to censure the Equity Commissioner
    10.8. Motion R12-04-#086 · Motion for the Renewal of the PGSS Sustainability Coordinator Position
    10.9. Motion R12-04-#087 · Motion for the Endorsement of the Vision 2020 Vision and Goals Document
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-04-#078 · To accept recommendations of the Appointments Board
(Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

5.2. Motion R12-02-#070 · Student Services Ancillary Fee Referendum Question

Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions) and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50* to help cover increased costs;

Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;

Whereas, the Student Services Ancillary Fee for graduate students is currently $133.00 per term for full-time students; $80.00 per term for part-time students (those taking 9+ credits), $44.50 per term for part-time students (i.e., those taking fewer than 9 credits) and $44.50 for students in additional session, Non-Thesis extension and Thesis Evaluation Term;

Whereas, Student Services requires an increase to the Student Services Ancillary Fee of $8.50 per term for full-time students, and correspondingly $5.00 per term for part-time students (those taking 9+ credits), $3.00 per term for part-time students (i.e., those taking fewer than 9 credits) and for students in additional session to maintain current service levels;

Whereas, the Student Service Ancillary Fee has not increased in three years;

Resolved, that the PGSS Council approve the following question for the Winter 2013 referendum period:

“Do you agree to increase the Student Services Ancillary Fee by $8.50 to a total of $141.50 per term for full-time students with a corresponding increase of $5.00 to a total of $85.00 per term for part-time students, $3.00 to a total of $47.50 per term for part-time students (i.e., those taking fewer than 9 credits) and $47.50 for students in additional session; with the understanding that a majority "no" vote would result in a reduction of services?”

5.3. Motion R12-02-#071 · Athletics Ancillary Fee Referendum Question

Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions)
and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50* to help cover increased costs;

Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;

Whereas, the Athletics Ancillary Fee for graduate students is currently $115.50 per term for full-time students, $69.91 for half time or part time students and $38.50 for students in additional session, Non-Thesis extension and Thesis Evaluation Term and that graduate students pay more than undergraduate students through differential fees for certain services;

Whereas, the Athletics Ancillary Fee has increased only once in the last four years, an increase of less than 1% since 2009;

Resolved, that the PGSS Council approve the following questions for the Winter 2013 referendum period:

"Do you agree that the Athletics Ancillary Fee be adjusted by inflation in each of the following years: 2013-14, 2014-15, and 2015-16, as indexed by the Bank of Canada CPI (Consumer Price Index), with the understanding that the differential fees charged to graduate students of $5.00 for the Sport Medicine Clinic, $5.00/course for Fitness and Recreation courses, $5.00 for Recreation Activity Cards will be eliminated and that the differential charge to graduate students for a Fitness Centre Membership will be reduced from $15 to $10?"

<table>
<thead>
<tr>
<th>5.4. Motion R12-02-#072 · Creation of a McGill Writing Centre Ancillary Fee Referendum Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions) and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50* to help cover increased costs;</td>
</tr>
<tr>
<td>Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;</td>
</tr>
<tr>
<td>Resolved, that the PGSS Council approve the following question for the Winter 2013 referendum period:</td>
</tr>
<tr>
<td>“Do you agree to establish a Writing Centre Ancillary Fee of $1.50 per term per graduate student, with the understanding that a majority “no” vote would result in the absence of such a fee creation?”</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5.5. Motion R12-02-#073 · Graduate Application Fee Referendum Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;</td>
</tr>
<tr>
<td>Resolved, that the PGSS Council approve the following question for the Winter 2013 referendum period:</td>
</tr>
<tr>
<td>“Do you agree to a Graduate Application Fee of $5.00 per term per graduate student in addition to the current $35.00 course fee?&quot;</td>
</tr>
</tbody>
</table>
Whereas, government Regulations limits the University to annually increase Ancillary Fees without referendum by $15 overall (for students registered in the fall and the winter sessions) and by $7.50 (for students registered for the summer session) and the General Administrative Ancillary Fee will be increased by $15.00 / $7.50* to help cover increased costs;

Whereas, consistent with government regulations, PGSS and the University have agreed, that any new Ancillary Fee charged to graduate students by the University will be subject to a referendum recognized by PGSS;

Whereas, the Graduate Application Fee is currently $100.00;

Whereas, an improved online admissions system to support the work of graduate administrators will improve the speed, efficiency and effectiveness of making offers of admission and support the University to achieve its graduate recruitment goals;

Resolved, that the PGSS Council approve the following question for the Winter 2013 referendum period:

“Do you agree to increase the Graduate Application Fee by $20.00 per applicant to a total of $120.00 per applicant, with the understanding that a majority “no” vote will likely affect the quality of the system?”

5.6. Motion R12-02-#074 · Library Improvement Fund Referendum Question
(Library Improvement Fund Committee)

WHEREAS the PGSS is currently levying five dollars ($5.00) per student for both the Fall and Winter terms for the Library Improvement Fund

WHEREAS the Library Improvement Fund is required to go to referendum next year for renewal

WHEREAS the monies levied traditionally have been collected and accumulate for years

WHEREAS a reduction in the levy would continue to generate enough funds to be effective but not be likely to accumulate

BIRT PGSS Council sends to referendum

Do you agree that the Library Improvement Fund be extended for five (5) years at a rate of three dollars ($3.00) per PGSS member for both the Fall and Winter Terms.

5.7. Motion R12-02-#075 · Sustainability Projects Fund Fee Referendum Question
(Environment Commissioner)

WHEREAS SSMU, MCSS, PGSS, and the McGill Administration have made commitments to supporting a culture of sustainability, as exemplified by the creation and operation of the
Sustainability Projects Fund (SPF) in winter 2010, which is co-funded by students (50%) and administration (50%) and has funded 91 projects to date totaling two million dollars;

WHEREAS all members of the McGill community, including students, academic staff and non-academic staff are eligible to apply for SPF funding;

WHEREAS funding decisions are made by a consensus based committee with equal representation from students and McGill University;

WHEREAS the SPF was created in 2010 for a trial period of 3.5 years and such funds normally have a renewal period of 5 years;

WHEREAS a third-party review carried out in Fall 2012 concluded that the administration and governance of the fund has been successful in fulfilling the stated mission of the SPF;

WHEREAS further information about the SPF is available at www.mcgill.ca/sustainability/spf, including application criteria, current projects, cumulative impacts, and other relevant documentation;

BIRT PGSS Council approve the following question for referendum (Winter 2013): “Do you agree to renew the Sustainability Projects Fund fee for the next five academic years (Fall 2013 through Winter 2018) with the per-semester fee as per the following fee schedule? Part-time (1-11.5 credits) $3.75, Full-time (12+ credits) $7.50, Additional Session $7.50, adjusted annually for inflation, conditional on McGill University matching this contribution? The renewed SPF would continue to be governed by a parity working group (equal numbers of students and staff) and accept project applications from any member of the McGill community.”

5.8. Motion R12-02-#076 · Motion Regarding a Graduate Student McGill Tribune Fee
(Secretary-General)

WHEREAS the McGill Tribune has formally made a request to the PGSS to ask its members via referendum whether they are interested in supporting the financing of the newspaper via a fee

WHEREAS The McGill Tribune has been covering campus news since 1980, and has been independent since 2010

WHEREAS The McGill Tribune has covered news of interest not only to McGill's undergraduate population but the entire McGill community, including its graduate students.

WHEREAS the Tribune is in the strange position of covering events such as the PGSS Council Meetings, AGSEM rallies on campus, and more, all the while excluding graduate students from its membership

WHEREAS Graduate students may even sit on the Tribune's editorial board—and indeed, two already do
BIRT the following question be placed on the PGSS annual referendum:

"Do you agree that, starting September 2013, a non-opt-outable fee of $1 be charged to every PGSS member once per semester until May 31, 2015 to support the operations of the McGill Tribune, thereby making PGSS members of the Tribune Publications Society"

5.9. Motion R12-02-#077 · Library Improvement Fund Expenditure: Children's Books
   (Library Improvement Fund Committee)

BIRT PGSS Council ratify a total expenditure of up to one thousand two hundred dollars ($1200) from the Library Improvement Fund for the purchase of children’s books for each branch of the library.

10. New Business

10.1. Motion R12-04-#079 · Motion to increase Elections and Referenda budget line by $1200
   (Finance Officer)

WHEREAS the PGSS budget line for Elections and Referenda has nearly exceeded its allocated funds for the Fiscal Year 2012/2013
WHEREAS there is currently a General Election campaign for Executive Positions and Referenda Questions is taking place and the NEW Chief Returning Officer requires a sufficient budget to meet the mandate of the position
WHEREAS it could be seen as a conflict of interest for the Executive Committee to vote on this as there are a number of candidates running for re-election

BIRT the election and referenda budget line be increased by $1200 to the Society Elections and Referenda budget line whereby $600 would be restricted for referendum committees or not used.

10.2. Motion R12-04-#080 · Tuition referendum question
   (Executive Committee)

BIRT the following question be asked in the annual 2013 PGSS referendum:

WHEREAS the Quebec government has announced annual indexation of tuition fees based on current levels, which will affect the tuition fees paid by graduate students at McGill

How would you like the PGSS respond to the current government tuition policy?

- Demonstrations in opposition to the policy
- Lobbying for a policy change
- Not respond
- Other
10.3. Motion R12-04-#081 · Motion for a PGSS Regular Member Fee Reduction Referendum Question
(Committee on Monetary Affairs)

WHEREAS the PGSS Society Activities Fund is projected to have a substantial surplus (approx. $100,000) for the 2012/2013 fiscal year;
WHEREAS a nominal fee reduction of $1.57 in the Regular Membership Fee will result in reduced revenue of $25,911.56 (given enrollment levels of the 2012/2013 academic year) bringing our projected revenues closer to the projected expenses;

BIRT council approve the following referendum question:
"BIRT the PGSS reduce the Regular Membership Fee by $1.57 which will result in a reduction of the fee from $31.57 per semester for the 2012/2013 academic year to $30.00 per semester for the 2013/2014 academic year."

10.4. Motion R12-04-#082 · Motion regarding revised grants program funding policy
(Committee on Monetary Affairs)

WHEREAS the Member services committee has found it necessary to make changes to the current funding criteria for the grants program in order to: (1) make the program more accessible, and (2) to ensure that the grants policy fulfils the mission of the grants program;
WHEREAS this motion was committed back to the CMA during January Council meeting for further review and has since been amended;

BIRT the amendments to the grants program funding policy outlined in the attached appendix be approved.

10.5. Motion R12-04-#083 · Motion regarding order of annual general meeting motions
(Yony Bresler)

BIRT a new bylaw 6.7.6 be created, reading, “Agenda: Motions requiring the specific approval of the General Meeting shall be placed higher up on the agenda than any other motion”

10.6. Motion R12-04-#084 · Motion to censure the External Affairs Officer
(Executive Committee)

WHEREAS on February 19, 2013, the External Affairs Officer, in an e-mail to the former CRO, a PGSS employee, stated, “I ask AGAIN that you comply with the PGSS governing documents or I will take action both within and outside of PGSS.”

WHEREAS the Appeals Board later ruled with regard to the alleged bylaw violation that “The CRO acted correctly and without error in ending the nomination period on February
13th, the date for which notice had been given"

WHEREAS, on February 20, 2013, the External Affairs Officer said to the former CRO, a PGSS employee, at a public event with media present, “You will be terminated” and then publicly asked the employee to resign in front of a group of PGSS members.

WHEREAS the External Affairs Officer shouted “Get out” to the former CRO, a PGSS employee, while he was performing his official duties at Thomson House, again at a public event with media present and in front of a group of PGSS members.

WHEREAS the External Affairs Officer attempted to intimidate and coerce an election official.

WHEREAS the External Affairs Officer was complicit in the public bullying, harassment, and humiliation of a PGSS employee and in creating an unsafe work environment for a PGSS employee.

BIRT Council censure the External Affairs Officer for attempting to intimidate an election official, for participating in the public harassment of a PGSS employee, and for creating an unsafe working environment for a PGSS employee.

10.7. Motion R12-04-#085 - Motion to censure the Equity Commissioner (Executive Committee)

WHEREAS on February 19, 2013, the Equity Commissioner wrote to a PGSS employee, the former CRO, accusing him of “misleading and coercive behavior that I believe requires your termination as CRO.”

WHEREAS on February 20, 2013, at a public forum with media present, the Equity Commissioner demanded that members of the executive committee declare their confidence or non-confidence in a PGSS employee, asking “How many of you have faith in the CRO...Do you have faith or don’t you? I affirm or I don’t affirm your statement. Not a...sidewinder, please, Jonathan.” thereby disregarding the rights of PGSS employees to have complaints about them dealt with in a private manner that respects the principles of due process, natural justice, and employees’ right to a safe working environment.

WHEREAS the Equity Commissioner stated, publicly in front of PGSS members and media, in reference to a PGSS employee, “I was elected. He was hired. Big difference. Big frickin' difference”, dismissing the legitimacy and important contribution PGSS employees make to the society and inappropriately accentuating the power differential between PGSS employees and elected officials, thus contributing to an inequitable working environment.

WHEREAS the Equity Commissioner attempted to intimidate and coerce an election official.
WHEREAS the Equity Commissioner, just prior to the McGill Senate meeting of March 20, 2013, threatened an officer of the PGSS with impeachment if the officer did not vote “no” on a motion to approve a Statement of Principles Concerning Freedom of Expression and Freedom of Peaceful Assembly

BIRT Council censure the Equity Commissioner for contributing to an unsafe, hostile, and inequitable working environment for a PGSS employee and for threatening a PGSS officer in an attempt to coerce the officer to vote a certain way at the McGill Senate

10.8. Motion R12-04-#086 · Motion for the Renewal of the PGSS Sustainability Coordinator Position
(Environment Committee)

WHEREAS the Sustainable Thomson House Project conducted a building and operations audit of Thomson House and PGSS, resulting in a Sustainability Action Plan that lists actions and measures to improve sustainability at Thomson House, within PGSS society affairs and corporate workings and for post-graduate students at large;

WHEREAS all of the recommendations from the Sustainability Action Plan fit within the scope and direction of the Vision 2020 goals and the McGill Sustainability Policy;

WHEREAS historically, a lack of institutional memory and central coordination has led to unsuccessful sustainability projects at Thomson House before the creation of the Sustainability Coordinator position;

WHEREAS a survey conducted as part of the ENVR401 class, based on 15 interviews with individuals directly involved in Thomson House operations, concluded that a major threat to the success of Sustainable Thomson House Project is a lack of institutionalization and continuity of the project;

WHEREAS PGSS staff, executives, and commissioners do not have adequate time or resources to research best practices, implement the Sustainability Action Plan or to initialize and manage student projects.

BIRT Council recommend to the PGSS Board of Directors that the Sustainability Coordinator position be created as a permanent part-time position, beginning June 1, 2013.

References


10.9. Motion R12-04-#087 · Motion for the Endorsement of the Vision 2020 Vision and Goals Document
(Environment Commissioner)

WHEREAS the Vision 2020 process was undertaken in order to develop a concrete plan to actualize the McGill Sustainability Policy (2010);
WHEREAS PGSS has been involved in the Vision 2020 process since winter 2012, notably through the PGSS Environment Commissioner and previous External Affairs Officer sitting on the Vision 2020 Steering Committee, as well as through strong graduate student involvement in community consultation events;
WHEREAS the PGSS Environment Policy states that PGSS shall strive to:
2. Encourage PGSS members to be environmentally aware and to adopt lifestyle practices that foster the values of environmental sustainability.
3. Support the existence of a strong and relevant University Environmental Policy and promote the implementation of sustainable practices at the University.
4. Participate in University committees and initiatives that promote the environmental sustainability of the campus.

BIRT PGSS endorse the most recent version of the Vision & Goals document of the Vision 2020 process (revised March 1, 2013);
BIFRT PGSS work with other McGill University partners to achieve the vision and goals laid out in this document of the Vision 2020 process, where possible.
AGENDA

1. Approval of the Agenda
2. Speaker’s Report
3. Announcements
4. Approval of the Minutes
5. Business Arising from the Minutes and Standing Orders
   5.1. Motion R12-04-#088 · To accept recommendations of the Appointments Board
   5.2. Motion R12-04-#082 · Motion regarding revised grants program funding policy
   5.3. Motion R12-04-#084 · Motion to censure the External Affairs Officer
6. Executive Reports
   6.1. Academic Affairs Officer
   6.2. Finance Officer
   6.3. Internal Affairs Officer
   6.4. Member Services Officer
   6.5. Secretary-General
7. Commissioner Reports
   7.1. Equity Commissioner
   7.2. Environment Commissioner
   7.3. Member Support Commissioner
   7.4. Health Commissioner
8. Other Reports
   8.1. Board of Directors
   8.2. Policy and Structure Advisory Committee
   8.3. Language Policy Committee
   8.4. Governance Committee
   8.5. Appeals Board
9. Question Period
10. New Business
    10.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
    10.2. Motion R12-04-#090 · Resignation of the Environment Commissioner
    10.3. Motion R12-04-#091 · Resignation of the External Affairs Officer
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-04-#088 · To accept recommendations of the Appointments Board
(Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

5.2. Motion R12-04-#082 · Motion regarding revised grants program funding policy
(Committee on Monetary Affairs)

WHEREAS the Member services committee has found it necessary to make changes to the current funding criteria for the grants program in order to: (1) make the program more accessible, and (2) to ensure that the grants policy fulfils the mission of the grants program;

WHEREAS this motion was committed back to the CMA during January Council meeting for further review and has since been amended;

BIRT the amendments to the grants program funding policy outlined in the attached appendix be approved.

5.3. Motion R12-04-#084 · Motion to censure the External Affairs Officer
(Executive Committee)

WHEREAS on February 19, 2013, the External Affairs Officer, in an e-mail to the former CRO, a PGSS employee, stated, “I ask AGAIN that you comply with the PGSS governing documents or I will take action both within and outside of PGSS.”

WHEREAS the Appeals Board later ruled with regard to the alleged bylaw violation that “The CRO acted correctly and without error in ending the nomination period on February 13th, the date for which notice had been given”

WHEREAS, on February 20, 2013, the External Affairs Officer said to the former CRO, a PGSS employee, at a public event with media present, “You will be terminated” and then publicly asked the employee to resign in front of a group of PGSS members.

WHEREAS the External Affairs Officer shouted “Get out” to the former CRO, a PGSS employee, while he was performing his official duties at Thomson House, again at a public event with media present and in front of a group of PGSS members.
WHEREAS the External Affairs Officer attempted to intimidate and coerce an election official

WHEREAS the External Affairs Officer was complicit in the public bullying, harassment, and humiliation of a PGSS employee and in creating an unsafe work environment for a PGSS employee

BIRT Council censure the External Affairs Officer for attempting to intimidate an election official, for participating in the public harassment of a PGSS employee, and for creating an unsafe working environment for a PGSS employee

10. New Business

10.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
(Education Graduate Student Society (EGSS))

WHEREAS McGill University Library website states that the "McGill Library has become a 24-hour hub for student life, study, and group learning. More than 100,000 people use McGill’s 13 libraries and special collections daily to conduct research, study, or collaborate on group projects" [1].

WHEREAS libraries are essential in educational institutions both to provide materials and resources to foster learning and the advancement of knowledge, and to provide a physical study space for students;

WHEREAS PGSS Secretary-General Jonathan Mooney was quoted in the Montreal Gazette (April 16th, 2013) stating that, "For graduate students, the library is an essential service" [2]

WHEREAS on May 23rd, 2012, the PGSS Council passed a motion to donate approximately half a million dollars from the Library Improvement Fund (paid for by graduate students) to the university libraries [3];

WHEREAS the Student Society of McGill University (SSMU) collected $651,848 for the Library Improvement Fund in the Summer 2012 with approximately $77K donated to Education Library’s Improvement Project [4];

WHEREAS in a report dated April 12th, 2013, the CBC reported that McGill University is considering shutting down libraries at two of its faculties –Education and Life Sciences– in the face of a $1.8 million budget cut to the university library system [5];

WHEREAS the Education Graduate Student Society (EGSS) passed a motion on April 15th 2013 to immediately initiate and coordinate a campaign to prevent the closure of the Education Library [6];
WHEREAS on April 16, 2013 the Education Faculty Council passed 2 motions deploring the possibility of the closure or merger of the Education Library and committed to supporting all reasonable efforts to avoid this outcome and called for a townhall to take place.

WHEREAS the Education Undergraduate Society (EDUS) released a statement on April 17th, 2013 deploring the proposed closure/merger of the Education Library and Curriculum Resources Centre. [7]

WHEREAS the elimination of library services would negatively impact the ease of access to materials and resources by both undergraduate and graduate students;

WHEREAS the University should consult the student body in decisions that affect students directly;

WHEREAS the PGSS is mandated to work towards improving the quality and accessibility of post-graduate education at McGill[8];

BE IT RESOLVED THAT (BIRT) the PGSS Council enter into a committee of the whole for 10 minutes to discuss potential library closures;

BE IT FURTHER RESOLVED THAT (BIRFT) the PGSS members serving on various deliberative bodies within the University community advocate for increased consultation with students and communications regarding any proposed changes to library services;

BIRFT the PGSS seek active participation in discussions regarding changes to any forthcoming changes to university services in lieu of the cuts to the University’s budget;

BIRFT that PGSS support efforts to retain library services for students and to keep library spaces open and available for student use.

NOTES:


[6] EGSS Motion

[7] EGSS Statement

[8] PGSS Mission Statement
https://pgss.mcgill.ca/en/about

10.2. Motion R12-04-#090 · Resignation of the Environment Commissioner
(Executive Committee)

BIRT Council ratify the resignation of the Environment Commissioner.

10.3. Motion R12-04-#091 · Resignation of the External Affairs Officer
(Executive Committee)

BIRT Council ratify the resignation of the External Affairs Officer.
Academic Affairs Officer
Council Report May 1 2013
Adam Bouchard

Activities occurring:
April 10th through April 24th 2013.

April 17th – McGill Senate
April 18th – Meeting with Dr. Lydia White
April 19th – Committee Appreciation Event
April 24th – Appointments Board

Announcements and Updates

Library Improvement Fund YES
If you have ever imagined a project that could improve the library experience for graduate students then you should know that there is Library Improvement fund designed to fund those initiatives. Vote YES to renewing the PGSS Library Improvement Fund for the next five years and invest in graduate student library initiatives.

Athletics Referendum YES
The opportunity to participate in Intramural sports, Varsity Sports, Recreation Courses, to swim, lift, train, and be seen by physiotherapists at McGill Athletic’s recently upgraded facility is available to every Graduate Student. In a restructuring of how fees are charged a referendum question is being asked that will index the overall fee to inflation but reduce what we pay for services. Vote YES to supporting healthy living and athletics at McGill.

Committees to be Filled
At this link: https://pgss.mcgill.ca/en/committees you will find a spreadsheet of all vacant committee positions and the nomination form to sign up. These committees help PGSS and the University function smoothly, are a great addition to a CV, and give you a chance to meet new people and learn more about McGill. Submit your nomination form to info.pgss@mail.mcgill.ca

Adam Bouchard.
Academic Affairs Officer.
academic.pgss@mail.mcgill.ca
Report of the Internal Affairs Officer to May Council 2013

List of Meeting attended since last council report:

- March 22: QI-meeting
- April 3: Executive Meeting
- April 4: BOD meeting
- April 5: Meeting with Student Life Coordinator
- April 7: Sugar Shack Trip
- April 9: Trivia Night
- April 11-April 14: GU15
- April 24: Appointments Board Meeting
- April 25: QI-meeting

QI-Meeting
In the meeting I brought forward the perspective of graduate students to any kind of development with potential graduate student involvement. I brought forward that if graduate students were to be employed, office space had to be considered in the development, as supposed to only lab space. I was told that this point was not pertinent to the discussion. I also brought up the point of authorship and intellectual property, which also did not seem pertinent to the discussion.

At our last meeting on April 25 I secured a spot for one graduate student on the Steering Committee of the QI position. Once I get the terms of reference the position will be widely advertised.

Promotion of Business side events
I have promoted the IPA tasting and the comedy night, which were both events organized by the business side. I have heard good feedback about the tasting, and hope that there will be more collaborations and cross promotion in the future.

GU15
The Secretary-General, the Member Services Officer and I attended the GU15. We had the chance to meet student leaders from other universities all over the country. As the McGill contingent we managed to constructively contribute, especially in the discussion concerning student-supervisor relationships. We participated in a number of discussions, amongst other things we talked about public-private partnerships and intellectual property. At the end of the concept we offered our support for the GU15 format, and we are currently planning to host a one day mini-conference in November for the GU15. Overall we had good an interesting personal interactions and were able to learn how other graduate student associations work. In informal conversations I promoted the idea of getting departmental graduate student associations more involved in the workings of the graduate student association in question.
Due to the events that have taken place over the past month, the resources and time of the executive members, staff and volunteers have, unfortunately, been preoccupied and we have not made as much headway on our Executive workplace as we would like. I hope that Council is understanding during this difficult time.

**In previous reports I have attempted to list all meetings and communication. However, given the large number of meetings I am limiting my report to those that I believe would be the most interesting and relevant to Council. If there are any questions or concerns please feel free to contact me at membership.pgss@mail.mcgill.ca**

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
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</thead>
<tbody>
<tr>
<td>9/04/2013</td>
<td>Committee on Student Services</td>
<td></td>
<td>Next CSS meeting</td>
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<tr>
<td>9/04/2013</td>
<td>Language Policy Committee Meeting</td>
<td>Discuss goals of the committee, initial projects to tackle, and outline of bylaw changes</td>
<td>2 weeks later, where we will review drafted bylaw changes.</td>
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<tr>
<td>10/04/2013</td>
<td>PGSS Council Meeting</td>
<td></td>
<td>May 1, 2013</td>
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<tr>
<td>17/04/2013</td>
<td>McGill Daily</td>
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<td>18/04/2013</td>
<td>McGill Tribune</td>
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<tr>
<td>19/04/2013</td>
<td>Language Policy Committee</td>
<td>Discussion of Bylaws and revisions.</td>
<td>Post May Council discussion</td>
</tr>
<tr>
<td>22/04/2013</td>
<td>Sustainability Workplan</td>
<td>Meeting with Sustainability Coordinator to discuss the sustainability work plan for executives</td>
<td>May 2, 2013</td>
</tr>
<tr>
<td>24/04/2013</td>
<td>Meeting with Prof. Kreiswirth</td>
<td>CANCELLED</td>
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**Further information**

QI Project: The QI project meeting is April 25th. At this meeting there will be discussion of the structure of the student committee. The official launch of the QI project will be held at the end of
May 2013.

Post Doctoral Fellows: There is ongoing discussion on the Post Doctoral Fellow Student Services.

Sustainability: The sustainability coordinator presented individually to each executive an action plan with obtainable goals for the next year. These items will improve PGSS and Thomson House sustainability and is great progress.

The letter to Vision 20/20 with Council’s endorsement was sent to the Sustainability Office.

Translation: See report from Language Policy Committee.

As always, if you have any questions or concerns please feel free to email me at membership.pgss@mail.mcgill.ca
The PGSS continues to face extraordinary challenges.

I have worked with the Policy and Structure Advisory Committee and the Language Policy Committee craft new policies, while continuing to actively participate at the McGill Senate and Board of Governors. I have also been working with various stakeholders to advance our outstanding MOA with the university regarding needs-based bursaries.

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<tr>
<td>4/9</td>
<td>Language Policy Committee</td>
<td>Discussed priorities for francophone community</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/10</td>
<td>Board of Governors Committee to Advise on Matters of Social Responsibility</td>
<td>Voted on two petitions from Divest McGill</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/11-4/14</td>
<td>GU15 conference</td>
<td>Discussed intellectual property, university-industry partnerships, supervision, and organizational goals</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/15</td>
<td>Morton Mendelson, Deputy Provost (Student Life and Learning)</td>
<td>Discussed needs-based bursary MOA</td>
<td>Ongoing</td>
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<tr>
<td>4/19</td>
<td>Language Policy Committee</td>
<td>Finalized proposed bylaw changes and began work on policy</td>
<td>Ongoing</td>
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<tr>
<td>4/17</td>
<td>McGill Senate</td>
<td>Debated proposed changes to student code of conduct; discussed McGill budget and staffing report</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4/24</td>
<td>Policy and Structure Advisory Committee</td>
<td>Recommended policy on gender diversity on the PGSS Board of Directors</td>
<td>Ongoing</td>
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<tr>
<td>4/26</td>
<td>Board of Governors</td>
<td>Approved McGill’s 2013-2014 budget; appointed an interim principal; discussed Statement of Principles Concerning Freedom of Expression and Freedom of Peaceful Assembly, Operating Procedures, and amendments to the Student Code of Conduct</td>
<td>Ongoing</td>
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Further information

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<th>Upcoming events and activities</th>
<th>Date</th>
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Recommendations | Action | Follow-up
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The Executive Committee has been seized with challenges and has endeavoured to maintain close communication while pursuing individual projects.

### Executive Committee

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**Upcoming events and activities**

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The Policy and Structure Advisory Committee is recommending the adoption of a policy on gender diversity.

### Governing documents

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Equity Commissioner Report (May 2013)
Draft prepared by Gretchen King and reviewed by the Equity Committee

Meetings: Andre Costopoulos - Dean of Students (April 10), Lydia White - Associate Provost Policies, Procedures and Equity (April 10), Volunteer Appreciation Social for SEDE (April 15), monthly Equity Committee Meeting (April 18), Virtual Walking Tour re History of McGill told through Struggle (April 23), and PSAC meeting re diversity on PGSS Board of Directors (April 24).

Upcoming events: 1st Annual Equity Awards @ McGill, April 29, 5pm, Faculty Club.

Completed tasks
- We have created a promo plan for the Equity Experiences Survey;
- We have concluded our preliminary consultations concerning harassment, grievance, and conflict policies and procedures at PGSS. Thus we have prepared a motion calling for policy and procedural development at PGSS (see motion for Council below);

Work in progress
- We are participating on a ad-hoc committee struck by the Joint Senate-Board Subcommittee on Equity to establish an university-wide equity statement (ie. not policy) and the committee to select the winners of the first Equity Awards at McGill is host the awards night April 29th (see above);
- Still trying to book a mood watchers training, in collaboration with SSMU EqC, and would like to organize mood watchers for future Council meetings and AGM;
- Working with the Sustainability Coordinator to prioritize STARS recommendations around social sustainability;
- Still following-up with AGM 2012 motion for an independent audit of securitization on campus and a review of alternatives to private security;
- We have recently begun work to make SSMU clubs more accessible to PGSS members and are now exploring procedures for the organization of PGSS Clubs and booking meetings with the Member Services Officer and SSMU's Clubs and Services VP;

This will be the last report of the year from myself as the 2012-2013 PGSS Equity Commissioner and I would like to thank the Equity Committee members – Daniella Goldberg, Veronica Somos, Ana Maria Gonzalez, Jessica Barudin, Jacob Sagrans, Yu-Yun Shiue, Nicole Weckman, Tracy Yuen, Tracy Engstrom, Claudia Vadeboncoeur, and Ifeyinwa Mbakogu – for their time and work. It has been a pleasure working with such skilled and committed individuals. I also thank Council and the Executives and Commissioners for supporting our work this year.


Thank you for reading this report. Any questions or comments can be sent to equity.pgss@mail.mcgill.ca.
**MOTION FOR MAY COUNCIL**

Whereas the PGSS Board in its March 1 statement encouraged Council to discuss "the current political atmosphere within the PGSS, the policies and procedures governing political discourse, and any potentially inappropriate behaviour by PGSS members, including members in titled positions;"

Whereas there are systemic structural and policies problems that impact the political climate at PGSS and limit the full participation of PGSS members;

Whereas events over the last year at PGSS indicate a great need for organizational and policy development within PGSS;

**BIRT** the Policy and Structural Advisory Committee, in collaboration with the Equity Committee, be convened to develop policies, procedures, and trainings to address the internal gaps within PGSS and to document for all PGSS members where McGill policies and procedures apply and do not apply within PGSS.
Representation of Women on the PGSS Board of Directors

Report of the PGSS Policy and Structure Advisory Committee

April 24, 2013

Background

The issue of underrepresentation of women on Boards of Directors in both the nonprofit and corporate world has received increasing attention in recent years. As of 2012, only 14% of board seats on S&P Composite 1500 Index companies were occupied by women.¹

In response, the European commission has set a target of 40% women on Boards of European publicly listed companies, while countries, such as Norway and France, have passed legislation mandating that 40% of board seats of companies incorporated in their territory be filled by women.² In contrast, a 2011 government-commissioned report in the United Kingdom recommended self-regulation rather than quotas³ and suggested regard be given by companies for gender diversity in searches for board candidates, while the Institute of Corporate Directors, representing Canadian corporate directors, has argued against government-imposed regulations.⁴

Principles

The PGSS equity policy states that, “Working for equity and diversity includes prompting the creation of policies and actions that change these disparate power relations and to remedy the negative impacts they cause. PGSS is committed to taking on a leadership role on issues of equity and diversity within the PGSS membership by advocating for inclusiveness and social and economic justice through recognition, respect, numerical representation, accountability, and responsibility”

At the same time, Directors must be “selected based on their interest, knowledge, and experience in business, management and/or leadership in the non-profit sector.” Under the Quebec Companies Act, Directors have significant responsibilities to make decisions in the realms of entering into contracts in the name of the society, human resources management, and lawsuits. Directors are also liable for the debts of the society and payments owing to employees. Clearly, then, careful and prudent selection of directors is essential.

Recommendation

BIRT Council approve the following Policy regarding Representation of Women on the PGSS Board of Directors:

Preamble

Selection of directors is a critical process to ensure the health of a society. Directors are entrusted with significant responsibility as well as significant liability under the Quebec Civil Code and the Quebec Companies Act. The PGSS must continue to select directors “based on their interest, knowledge, and experience in business, management and/or leadership in the non-profit sector.”

At the same time, in accord with the PGSS Policy on Equity and Diversity, “PGSS is committed to taking on a leadership role on issues of equity and diversity within the PGSS membership by advocating for inclusiveness and social and economic justice through recognition, respect, numerical representation, accountability, and responsibility.”

In accord with these principles, the PGSS Appointments Board shall recommend to the Board of Directors, candidates to fill vacancies among the appointed seats as follows:

Policy

1. Vacancies for Internal and Council Directors positions shall be widely advertised to the membership by such means as an announcement at PGSS Council, the PGSS Newswire, the PGSS website, and PGSS social media. No recommendation shall be made by the Appointments Board to the Board of Directors to fill a vacancy until at least one (1) week has elapsed from the advertisement of the vacancy.

2. Vacancies for External Director positions shall be widely advertised in the Montreal community by such means as newspaper advertisements and communication with other non-profit organizations. No recommendation shall be made by the Appointments Board to the Board of Directors to fill a vacancy until at least one (1) week has elapsed from the advertisement of the vacancy.

3. The Appointments Board shall recommend candidates to fill vacancies on the Board of Directors such that at least 40% (2 of 5) director seats are filled by women in the event that all positions are filled. Notwithstanding this policy, the Appointments Board shall not recommend candidates to fill vacancies on the Board of Directors in accord with this policy that they deem unqualified to serve on the Board based on the qualifications outlined in section 1.5.3 of the Corporate Operations Manual.

4. In the event that the Appointments Board is unable to recommend candidates to fill vacancies on the Board of Directors such that at least 40% (2 of 5) director seats are filled by women in the event that all positions are filled, one or two vacancies will remain on the Board of Directors, and the Appointments Board will redouble its efforts to advertise positions under sections (1) and/or (2) of this policy for a period of an additional one (1) month, making particular note of its search for women directors. In the event that after an additional one (1) month, the Appointments Board determines that no qualified women candidates have come forward, the Appointments Board will be authorized to appoint a non-woman candidate, only in the event that the Appointments Board deems that the Board of Directors is suffering from a critical
deficiency in terms of the expertise outlined under section 1.5.3 of the Corporate Operations Manual. In the event that such a non-woman candidate is appointed due to such a deficiency, the Appointments Board shall issue a report to the General Meeting disclosing why such an appointment was made.

5. The Appointments Board shall explain this policy to candidates for vacancies on the Board of Directors and give candidates the opportunity but not the obligation to identify as women.
Report from the PGSS Language Policy Committee  
Submitted by the Chair (Member Services Officer)

Dear Council,

The Language Policy Committee (LPC) met twice during April to discuss changes to PGSS operations and bylaws as they pertain to translation. It was immediately clear that there were three broad issues the committee needed to address 1) translation of the operating documents and communication of election material in French and English (as elections had recently started), 2) changes to the PGSS bylaws and 3) development of a language policy.

I am happy to report that completion of the Society operating documents should be completed by this Council meetings, all communication relating to the PGSS elections is now being done in English and in French, and headway has been made on other large projects such as translation of the PGSS website.

At our last meeting we came up with a draft set of language bylaws that we would like discussed at this Council meeting. At the moment these are only being brought forward for feedback and we will be bringing them to Council for approval once we have also completed the Language Policy.

The LPC is looking forwards to Council’s thoughts and advice.

**PROPOSED CHANGED:**

Delete Section 5 Bylaw 5

5. Language  
5.1. All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French.  
5.2. In the case of conflict, the original language document shall prevail.  
5.3. In the case of bilingually drafted documents, the English language document shall prevail.

Delete Bylaw 8.2

Minutes of general meetings, Council, Board of Directors meetings, the Appointments Board, and the Appeals Board shall be kept in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted minutes, the English version shall prevail.

Create a new Bylaw 13, “Language”, reading:

13.1 The PGSS shall maintain a language policy specifying additional language-related rights and procedures beyond those set out in these bylaws.
13.2 Members have the right to engage in English or in French with the Society through society governing documents, its general meetings and its electoral process. Specifically:
13.2.1 All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted document, the English version shall prevail.

13.2.2 The notice, agenda, any annual report from the Executive committee or Board of Directors, and minutes of general meetings shall be made available to members at the same time in English and in French.

13.2.2. Members have the right to submit motions in English or in French to the general meeting.

13.2.3 Members have the right to speak in English or in French at the general meeting.

13.2.4 PGSS shall, to the best of its ability, provide interpretation to its members at general meetings.

13.2.5 All official notices related to elections shall be made available to members in English and in French.

13.2.6 Members have the right to engage in English or in French in all stages of the election process.

13.3 Board of Directors:

13.3.1 The minutes of the meetings of the PGSS Board of Directors shall be made available in English and in French.

13.2.2 Members shall have the right to engage in English or in French in the process that leads to appointment as a Director of the PGSS Board of Directors.

Renumber subsequent bylaws
Context

The Governance Committee was contacted on April 6th by the PGSS Chief Returning Officer, Colby Briggs, regarding a difference of interpretation of the Society Activities Manual between himself and a candidate. This dispute hinges on the discretion of the CRO to institute elections regulations that are not specifically enumerated in the SAM.

Mandate

The Governance Committee serves a mandate of constitutional interpretation as defined in the Society Activities Manual, which charges the committee with its jurisdiction. Most particularly for this case is the role of the Governance Committee in the oversight of elections, set out in Chapter 5, section 2.1, which reads (emphasis added):

1. Purpose
   1.1. Without limiting the generality of the list below, the Governance Committee may exercise jurisdiction regarding:
      1.1.1. Any question of constitutional interpretation, which is brought forward by Council, or any regular member of the PGSS;
      
      1.1.2. The overseeing of all PGSS elections and referenda to ensure that they are being run in accordance with all PGSS rules and regulations set out in governing documents;
      
      1.1.3. Any question regarding any amendment to the Society Activities Manual. Accordingly, the GC must examine all proposed amendments before they are given final approval. In this regard, the GC shall endeavour to ensure that the proposed amendments do not contradict any other part of the Manual, to explain what effect the proposed amendment may have, and, if necessary, to recommend changes or further amendments.

While the Appeals Board hears appeals of the rulings of the CRO, and the Elections Committee is responsible for developing strategies to increase electoral turnout, the Governance Committee offers oversight and guidance to the CRO and candidates in the adherence of the elections to the relevant PGSS regulations.

Subject
The CRO provided a guide to candidates outlining his expectations of their conduct and activities during the election campaign. Candidate Mooney objected to the authority of the CRO to set out regulations to which the candidates would be bound that were not specifically stated in the SAM. His objection to these requirements is based on the preamble to SAM chapter on elections, referenda, and petitions, which reads:

9.1.1 There shall be a chief returning officer (CRO) who is responsible for the implementation and oversight of all PGSS petitions, elections and referenda. The CRO will have discretion over enforcing rules and regulations pertaining to elections, referenda and petitions contained within this Manual. The CRO shall be responsible for all aspects of the administration of PGSS elections and referenda.

CRO Colby stands by his ability to create such electoral regulations as are required, basing his authority on the same section. He further notes that the SAM does not specify many aspects of the management of the elections that are necessary, and thus a broad interpretation of the powers of the CRO is necessary to permit him the ability to function without Council oversight of elections minutiae.

**Explanation**

Neither party in the disagreement is wholly correct. Candidate Mooney’s assertion that the CRO lacks the ability to create new regulations, based on the phrase “contained within this Manual” is incorrect. CRO Colby’s assertion that the authority to create additional regulations is based in a lack of limitations, based on the phrase “the implementation and oversight of all PGSS petitions, elections and referenda”, and a fundamental necessity based on the ambiguity of the bylaw, is somewhat inaccurate.

Section 9.1.1 not only sets out the authority of the CRO, but does so with an inherently broad intent. To discern this, the full clause must be read.

- **There shall be a chief returning officer (CRO) who is responsible for the implementation and oversight of all PGSS petitions, elections and referenda.**
  - The opening phrase establishes the office of the CRO and the mandate that falls to them, specifying that all electoral matters are their purview.
- **The CRO will have discretion over enforcing rules and regulations pertaining to elections, referenda and petitions contained within this Manual.**
  - The second phrase is the key point of disagreement.
  - The second phrase does not say that the CRO is to enforce only the rules and regulations pertaining to the elections such as are found in the manual.
  - The second phrase says the CRO will have discretion over enforcing the rules that are found in the manual.
- **The CRO shall be responsible for all aspects of the administration of PGSS elections and referenda.**
  - The third phrase reiterates the opening phrase, and clarifies that the CRO is responsible not only for the oversight of the elections but the fundamental administration. Their authority is over both the policy and the daily matters.
Answer

The CRO is given the freedom to decide what should be done in a given situation. Had the wording of 9.1.1 been different (for example, “The CRO will have responsibility for the enforcement” rather than “The CRO will have discretion over”), the restriction to rules within the manual would be present and clear.

Instead, they are given broad suggestions as to the management of the election based on the subsequent sections of Chapter 9, but these points are secondary to the discretion of the CRO in the application of such rules and regulations.

The authority is not without its limitations, however. The Governance Committee exists to offer oversight and guidance to the CRO in managing the balance between strict adherence to the SAM and other pragmatic options. Furthermore, the Appeals Board retains the ability to overrule rulings of the CRO in a period of short delay.

In short: It is the opinion of the Governance Committee that the CRO does have the authority to create such rules and regulations for the election as they see fit, based on the guidance of the Society’s principles, precedents, and governing documents.

It should be further noted for the issue of banning endorsements that while the CRO has the ability to make such rules as govern the behaviour of candidates, they evidently cannot control the behaviour of external organizations. Candidates can be prohibited from soliciting endorsements, but section 9.10.10 explains the position of the bylaws vis-à-vis the actions of third parties.

9.10.10 Candidates cannot be held responsible for campaigning or the distribution of campaign materials not done or produced by the candidate or due to the suasion of the candidate.

On behalf of the Governance Committee,

Ted Horton
Laura Forrest
April 17, 2013 - Ruling of Appeals Board

Daniel Simeone

William Farrell

Note: Secretary-General Jonathan Mooney has recused himself from this committee.

Background

On April 16, 2013, the Appeals Board received a written appeal to two distinct decisions of the CRO. The appeals were made by candidate in the upcoming elections, Jonathan Mooney. The appeal concerns actions of the CRO, and the concomitant interpretation of the governing documents with respect to elections. Of note, the CRO and the candidate, given a reasonable lead time on the question of interpretation, had previously submitted related questions to this appeal to the Governance Committee (GC). The Appeals Board is very pleased with this course of action, as it recognizes the appropriate channels and suggests it as best practice with regards future questions of interpretation.

Briefly, we outline the difference between the scope of authority of the Appeals Board and the Governance Committee.

The Governance Committee is a committee of council, created under Society Activity Manual (SAM) Chapter 5 Section 2, and, in particular, it “may exercise jurisdiction regarding [...] [t]he overseeing of all PGSS elections and referenda to ensure that they are being run in accordance with all PGSS rules and regulations set out in governing documents." (SAM 5.2)

The Appeals Board is created in the Bylaws 6 (Governing Bodies), and it “[m]akes decisions about appeals made by members regarding decisions of the PGSS or its Officers following procedures specified in the Society Activities Manual. (Bylaws Section 6).”

As per Bylaw 5, the Bylaws take precedence over the Society Activities Manual, and as per Bylaw 6, decisions of the Governance Committee may be appealed to the Appeals Board. That is not what is occurring here, however, the Appeals Board felt it useful to spell out the jurisdictional relationship between the various bodies.

1 As per Bylaw 5, governing documents is comprised of: Letters patent, bylaws, Corporate Activities Manual, Society Activities Manual, Business Activities Manual, Policy and Position Manual, Contracts. As per Bylaw 9.12 Contracts may be either of an exclusive business nature, or approved by Special resolution of the Executive Committee ratified by the Board of Directors.
Discussion

As part of the pre-election preparation process, the CRO has prepared a “Candidate Guide” along with a contract which he has asked candidates to sign prior to participating in meaningful ways in the conduct of the election (hustings, campaigning, etc.)

The complainant suggests that by requiring the signing of this form, the scope of regulation to which the candidates are bound, is enlarged to include dispositions (notably with respect to third party endorsements) that are not part of the bylaws or the Society Activities Manual (SAM).

The complainant refuses to “bind himself contractually” to these terms, and suggests that any sanction based upon violation of these extra terms would be contrary to the governing documents.

The Appeals Board sees three substantive questions before it, and shall entertain each in turn.

1) Does the CRO have the authority to require signature to such a form?

2) If so, to what degree may dispositions not explicitly included in the governing documents comprise part of such a form?

3) What, if any, sanctions are available to the CRO if a candidate refuses to sign such a form, absent explicit violations of the governing documents.

1) Does the CRO have the authority to require signature to such a form?

In its “Elections Reference” of April 7th, the Governance Committee (GC) tackled the broader question of the scope of the meaning of discretion in SAM 9.1.1 (emphasis added):

The CRO will have discretion over enforcing rules and regulations pertaining to elections, referenda and petitions contained within this Manual. The CRO shall be responsible for all aspects of the administration of PGSS elections and referenda.

The decision of the GC reads as follows:

The CRO is given the freedom to decide what should be done in a given situation. [...] [The CRO is] given broad suggestions as to the management of the election based on the subsequent sections of Chapter 9, but these points are secondary to the discretion of the CRO in the application of such rules and regulations.

The authority is not without its limitations, however. The Governance Committee exists to offer oversight and guidance to the CRO in managing the balance between strict adherence to the
SAM and other pragmatic options. Furthermore, the Appeals Board retains the ability to overrule rulings of the CRO in a period of short delay.

In short: It is the opinion of the Governance Committee that the CRO does have the authority to create such rules and regulations for the election has they see fit, based on the guidance of the Society’s.

The GC correctly interpreted the meaning of discretion in this article to give the CRO broad freedom to decide what should be done in a given situation to fill out the broad suggestions as to the management of the election. We shall not repeat the GC’s argument in these regards.

However, the Appeals Board is of the opinion that the GC erred in asserting the authority of the CRO to “create such rules and regulations” as he sees fit. Rules and regulations are properly the province of the governing bodies of the PGSS. Their very generality requires democratic debate and oversight.

In his submission to the GC, the CRO suggest that should his powers be limited “to what is only specifically outlined in the SAM, it will mean that I, and any future CRO will have to consult council for even the most pedantic, cumbersome things – be it procedural, or otherwise.”

The Appeals Board feels that the CRO is limited in his ability to create “rules and regulations” ex nihilo, yet he is in no way limited in exercising his substantial discretion in setting out the manner in which the election will run. Procedures, processes, guidelines, and behaviour all fall easily within his mandate.

The Appeals Board finds that the requirement for a candidate to sign a statement affirming the candidate’s adherence to the election rules set out in the governing documents, and the manner in which the election will proceed, is a reasonable process within scope of the CRO’s authority.

In fact, we consider such a document to be highly recommended, as it can serve to ensure full knowledge of the rules by candidates. The didactic effect on candidate knowledge as well as the dissuasive effect on candidate behaviour are both positive outcomes of such an approach.

It is worthwhile noting, however, that the election regulations contained within the governing documents have the force of contract, regardless whether a candidate has signed to that effect or not. The Bylaws of the PGSS, along with the activity manuals (insofar as they are created and defined by Bylaw) are the contract of association, within the meaning of the Civil Code. Members of the PGSS, as parties to the contract of association, bind themselves to the bylaws.

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2 2186. A contract of association is a contract by which the parties agree to pursue a common goal other than the making of pecuniary profits to be shared between the members of the association. (CCQ http://canlii.ca/t/z35)
2) If so, to what degree may dispositions not explicitly included in the governing documents comprise part of such a form?

As per the preceding discussion, the form may not include entirely novel regulatory additions to the electoral landscape, while it may include guidelines and directives within the broad scope of authority of the CRO.

In particular, we consider the single part of the form that the CRO had asked the candidate to sign that the complainant has signalled as problematic. The passage he flagged is as follows: “Candidates must not, on any circumstances, accept support from any organization or grouping; this includes PGSAs, on campus groups, political organisations, etc.”

The only reference to campaigning by non-candidates contained within the governing documents is as follows: “Candidates cannot be held responsible for campaigning or the distribution of campaign materials not done or produced by the candidate or due to the suasion of the candidate” (SAM 9.10.10).

The SAM provision does not forbid campaigning or distribution of materials by others (including groups) under the suasion of the candidate, but notes that candidate could be held responsible for such activities. That is to say, candidates must otherwise comply with the campaign rules (no defamation, poster size limits, spending limits, etc.) This SAM stipulation does not open up field of regulation sufficient to allow the CRO to forbid the “accept[ing] of support” from “organization[s] or grouping[s].” This passage goes beyond the scope of the CRO’s discretionary power to fix the rules of the elections, and properly into the scope of the Society’s governing bodies.

The Appeals Board sees some merit in the provision forbidding the acceptance of support from organizations etc., and suggests that the Policy and Structure Advisory Committee or the Elections Committee (should it be filled), might profitably consider such changes to the governing documents.

3) What, if any, sanctions are available to the CRO if a candidate refuses to sign such a form, absent other explicit violations of the electoral rules contained within the governing documents?

In the CRO’s submission to this Appeals Board, the CRO suggests that a refusal to sign such a form is required, as his “participation as a candidate is contingent upon his compliance with these rules in the form of a contract.” This is correct, but as we have stated above, the
candidate, merely by participating in the election process, in fact, by allowing himself to remain a member of the PGSS (and not resigning from the Society), is party to the contract of association, and has thus agreed to comply with the governing documents. Refusal to sign such a form, would not unduly hamper the candidate’s participation in the election, as he or she would continue to be bound by the rules and by the rulings and decisions of the CRO.

In the same submission from the CRO, he suggests that a candidate who had not signed, could “participat[e] as a ‘shadow candidate,’ that is a candidate who simply appears on the ballot, without any campaigning. […] he would not be able to attend the hustings, which as required as per the SAM, which would in turn lead to his withdrawal from the elections.”

Although the precondition for this situation, a candidate who had not signed, is as we mentioned above, not explicitly a problem, the Appeals Board nonetheless considers it vital to engage with this line of argument. It suggests that the CRO has the authority to exclude a candidate in good-standings from the hustings, and thereby make use of the expectation that a candidate participate in the hustings as grounds for withdrawal of a candidacy.

The disqualification of a candidate requires an intentionally high threshold. The only part of the governing documents that explicitly call for disqualification is SAM 9.11, to wit:

*It is prohibited to use defamatory or prejudicially misleading statements in any form in the course of an election or referendum campaign. So doing may result in the disqualification of the election candidate at the discretion of the CRO if the candidate is found responsible, or expulsion from the referendum campaign in the case of ROC members (chair included). Such expulsion or disqualification must be served in writing by the CRO clearly stating the reason for the disqualification or expulsion.*

Although other violations of the electoral rules contained within the governing documents, may be sufficiently grave for the CRO to make use of his discretion in disqualifying candidates, this single reference to the practice sets the bar high. Defamation and prejudicial misdirection of extremely specific and may even consist of violations of Quebec or Canadian law. This suggests that the simple failure to attend hustings (which, one recalls, have “expected” not “required,” attendance), particularly if such failure were due to having been barred by the CRO, to be nowhere near the level of gravity required for disqualification. Participation is fundamental to the democratic process; this Appeals Board has made decisions in the past that make use of the guiding principle of democratic involvement. The use of the CRO’s power to disqualify over relatively minor infractions discourages democratic participation, and is not to be countenanced.

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3 Of note, the ruling of February 19th, 2013 on the extension of the nomination period and confusing language in the governing documents.
Summary

1) Does the CRO have the authority to require signature to such a form?

The Appeals Board finds that the requirement for a candidate to sign a statement affirming the candidate's adherence to the election rules set out in the governing documents, and the manner in which the election will proceed, is a reasonable process within scope of the CRO's authority.

2) If so, to what degree may dispositions not explicitly included in the governing documents comprise part of such a form?

They may be so included, insofar as they fit within the CRO's discretion to organize the election. This discretion arises from the application of and interpretation of the governing documents, and may not be used to create new regulation from scratch.

3) What, if any, sanctions are available to the CRO if a candidate refuses to sign such a form, absent explicit violations of the governing documents.

No sanctions are required, as a candidate has already entered into the contract of association, and is subject to the directives of the CRO. The form signing remains an excellent informative instrument for the CRO to help the candidates in understanding the governing documents as they pertain to the election process.
BIRT that the following positions will be filled by the following individuals:

Advisory Committee on Human Research Ethics
Marie-Elyse Lafaille-Magnan

APC Subcommittee on Academic Unit Review
Marie-Elyse Lafaille-Magnan

APC Subcommittee on Teaching and Learning
Jeremie Abitol

Honorary Degrees and Convocations Committee
Samara Perez

The Carrie Derick Award for Graduate Teaching and Supervision
Samara Perez

The David Thomson Award for Graduate Teaching and Supervision
Samara Perez

Beatty Memorial Lectures Committee
Andrew Kaplan

Athletics and Recreation Advisory Board
Adam Bouchard

Athletics Roundtable
Adam Bouchard

Subcommittee on Admission Review
Adam Bouchard

Committee on Libraries
Adam Bouchard

Equity Committee
Ana Maria Gonzalez Barrero

Governance Committee
Edwin Horton

External Affairs Committee
Benjamin Elgie

External Affairs Committee
Cheng Zhu
Committee on Monetary Affairs
Cheng Zhu

Committee for Member Support
Emma Vincent

Environment Commissioner
Amanda Winegardner

Environment Committee
David O’Connor
Sourjya Bhattacharjee

Race and Ethnic Group Relations Committee
Ifeyinwa Mbakogu

Member Support Commissioner
Vikrant Bhosle

Equity Commissioner
Murielle Akpa
Academic Affairs Officer
Council Report May 29 2013
Adam Bouchard

Activities occurring:
April 25th through May 22nd 2013.

April 28th – Appointments Board
April 29th – Meeting of Learning Outcomes Committee
April 30th – Senate Nominating

May 1st – Council
May 7th – Meeting of Learning Outcomes Committee
May 8th – Student Leaders Workshop
May 10th – EGSS Libraries event
May 15th – McGill Senate
May 21st – Professor Mendelson Farewell

Announcements and Updates

Workplan
The new term begins on June 1st and I am talking to my fellow executives about next year and the plans we have for yearlong projects. Every fall the executive submits a workplan that guides projects and resources for the year. Please submit any proposals for my portfolio to academic.pgss@mail.mcgill.ca and we can start working together on them this summer.

Committees
We still have some vacancies on a few committees. After council approves the appointments board report we will be updating the vacancy spreadsheet. Check there next week to see what is still available.

Also, there will a committee struck this summer to select a new Dean of Education. If you are interested in sitting on that selection committee please send a nomination form (https://pgss.mcgill.ca/en/committees) to Marilou at info.pgss@mail.mcgill.ca

Referendum
In my last council report I asked you all to vote YES for the Athletics and Library referendum questions. I wanted to thank all of you who voted and say that I am glad that both passed, and that there will be more updates on both in the future.

Thank you.

Adam Bouchard.
Academic Affairs Officer.
academic.pgss@mail.mcgill.ca
Financial Affairs Officer Report April 4th- May 29th

Meetings:

April 4th - Board of Directors Meeting
- Harassment Allegation Discussion

April 11th - Board of Directors Meeting
- Harassment Allegation Discussion

April 15th - Board of Directors Meeting
- Harassment Allegation Discussion

April 19th - Board of Directors Meeting
- Harassment Allegation Discussion

April 23rd - Board of Directors Meeting
- Harassment Allegation Discussion

April 29th - Board of Directors Meeting
- Harassment Allegation Discussion

May 5th - Board of Directors Meeting
- Harassment Allegation Discussion

May 10th - Executive Committee Meeting

May 14th - Board of Directors Meeting
- Regular Agenda Meeting

May 22nd - Meeting with Sustainability Coordinator and Members Services Officer
Discussion about the Sustainability Action Plan, future directions and implementation of the SAP. Opening communication lines between the SC, MSO and BoD

May 22nd - Budget Meeting with incoming Environment Commissioner and Members Services Officer
Review of the Environment Committee proposed budget for the fiscal year 2013-2014

May 23rd - Meeting with MBCG Team
Discussion on the marketing and Thomson House business status
- Discussion for reasonable goals for improving Thomson House business during traditionally slow seasons
- Outlining business project for the next year in developing a strategy to improve business

May 23rd - Meeting with Business Operations Manager
- Line by line rundown on budget numbers to be presented to council

May 23rd - Board of Directors Meeting
- Discussion of legal matters

May 24th - Meeting with previous VP Finance
- Discussion of needs and concerns for budgeting

Additional Notes
April and May grants evaluated and funding allocated
Draft budget for 2013-2014 fiscal year prepared for presentation to May 29th Council
Further allocation of funds for duly approved projects
The past few months have been very difficult for the PGSS and for those who put their time and resources into advancing the society. Certainly it has been a difficult time for Council, which has been faced with disciplinary matters and investigations and had little time to dedicate to its core policy and governance work.

I will offer a few observations.

First, in the coming months, the Policy and Structure Advisory Committee (PSAC) will work with the Board of Directors (BoD) and other stakeholders to begin implementing some of the recommendations from the BoD’s May 1, 2013 report to council to promote greater civility and outline clearly policies and procedures. I expect this process will involve work with external experts, research on best practices at other institutions, and internal consultation. I invite all PGSS members interested in improving PGSS governing documents to either contact me directly or take advantage of upcoming opportunities to be involved in the process.

Second, I would like to draw attention to some concerning trends in some members’ approach to engaging with the PGSS and offer some suggestions for more a constructive means to address issues of concern. Recently, some members have chosen to issue public statements outside of the PGSS criticizing the society or individual PGSS members. These statements often contain inaccuracies and demonstrate an ignorance of PGSS rules of order. Indeed, many of the actions criticized in these statements are actions by the PGSS or its members to ensure that PGSS affairs are conducted in line with PGSS governing documents and Robert’s Rules of Order. While members certainly have the right to offer fair comment on the PGSS or PGSS members, the circulation of letters of this sort outside of the society hardly contributes to efforts to improve civility and may indeed hinder such efforts.

The PGSS governance structure includes several mechanisms for accountability and for addressing concerns about the actions of PGSS, its leaders, or its members, notably Council itself. I will offer the following suggestions for members wishing to address concerns about the PGSS or its leaders.

First, let’s discuss the issue. Members are free to e-mail me or any other PGSS official to bring any issue of concern to our attention, and I am happy to meet or correspond via e-mail with any member who wishes to discuss matters of interest with me. Often, members will learn a great deal from a simple discussion and come to understand more fully the issue at hand. Such simple communication could avoid a great deal of misunderstanding and prevent inaccurate claims from being perpetuated. I am troubled that some PGSS members would publicly call for the resignation of elected PGSS officials without ever meeting with them to discuss the issues of concern and listen to their perspective beforehand. I strongly believe that a bit of good faith and openness to dialogue can solve a great many problems.

Second, let’s make better use of question period at Council. Question time is a longstanding tradition in the Westminster system of government for holding leaders accountable. Question period in council is a chance to put PGSS officers on the spot and demand an instant answer to a question that the officer has not seen or had a chance to
prepare for. Effective use of question time can force elected officials to change policy or acknowledge error. It is a solid mechanism for accountability. Any PGSS member can ask a question during this time, and use of question period can once again open up a discussion that will highlight unknown facts and provide an opportunity for members on both sides of an issue to gain a greater awareness of all factors and arrive at a solution.

Finally, the Robert’s Rules and the PGSS bylaws clearly outline the process for reprimanding or removing officers in real cases of dereliction of duty. These procedures are likely to be clarified and formalized by the upcoming work to address the recommendations in the BoD report, but there are clear mechanisms for accountability currently at members’ disposal and they are outlined in the current governing documents. If PGSS members want to see the entire executive team removed, they can bring forward the appropriate motion and democratic will of our representative body, Council, will decide the matter.

In summary, if PGSS members (councillors or otherwise) wish to criticise or question the PGSS or its leaders, let’s have that discussion in moderated debate at council, where both sides can be heard in a structured environment. Let’s not attack each other outside the PGSS. Let’s use the democratic mechanisms of accountability available to us. Their effective use can only increase civility and strengthen the PGSS.

Finally, I wish to emphasize that I remain willing and available to work with any PGSS members on any issue to advance the goals of the society. Let’s come together to work collaboratively where we agree, and respectfully disagree in debate where we don’t.

| Representation |
|---------------|---------------------------------|-------------------|
| Date | Meeting | Activity/Event/Description | Follow-up |
| 5/1  | McGill Association of University Teachers | Assisted as observer to coin toss | Ongoing |
| 5/7  | McGill Senate Steering Committee | Discussed question about limits to freedom of expression | 5/15 |
| 5/15 | FEUQ Congress | Discussed university governance workgroup | Ongoing |
| 5/15 | McGill Senate | Raised question about limits to freedom of expression | Ongoing |
| 5/23 | Board of Governors Nominating, Governance, and Ethics Committee | Discussed committee appointments | Ongoing |
| 5/23 | Board of Governors | Discussed McGill’s key performance indicators; appointed new Deputy Provost (Student Life and Learning), discussed | Ongoing |
The Executive Committee has re-established its normal operation.

### Executive Committee

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<td>5/10</td>
<td>Executive Committee</td>
<td>Discussed budget cuts to libraries, Association of Postdoctoral Fellows, Family Care Caucus, and media relations</td>
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Further information

### Upcoming events and activities

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PSAC will meet during the summer to address the recommendations from the BoD report.

### Governing documents

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Further information

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CAMSR report on Divest McGill

Further information

Upcoming events and activities

Recommendations
Representation of Women on the PGSS Board of Directors

Report of the PGSS Policy and Structure Advisory Committee

April 24, 2013

Background

The issue of underrepresentation of women on Boards of Directors in both the nonprofit and corporate world has received increasing attention in recent years. As of 2012, only 14% of board seats on S&P Composite 1500 Index companies were occupied by women.¹

In response, the European commission has set a target of 40% women on Boards of European publicly listed companies, while countries, such as Norway and France, have passed legislation mandating that 40% of board seats of companies incorporated in their territory be filled by women.² In contrast, a 2011 government-commissioned report in the United Kingdom recommended self-regulation rather than quotas³ and suggested regard be given by companies for gender diversity in searches for board candidates, while the Institute of Corporate Directors, representing Canadian corporate directors, has argued against government-imposed regulations.⁴

Principles

The PGSS equity policy states that, “Working for equity and diversity includes prompting the creation of policies and actions that change these disparate power relations and to remedy the negative impacts they cause. PGSS is committed to taking on a leadership role on issues of equity and diversity within the PGSS membership by advocating for inclusiveness and social and economic justice through recognition, respect, numerical representation, accountability, and responsibility.”

At the same time, Directors must be “selected based on their interest, knowledge, and experience in business, management and/or leadership in the non-profit sector.” Under the Quebec Companies Act, Directors have significant responsibilities to make decisions in the realms of entering into contracts in the name of the society, human resources management, and lawsuits. Directors are also liable for the debts of the society and payments owing to employees. Clearly, then, careful and prudent selection of directors is essential.

Recommendation

¹ “Few Women on Boards: Is There a Fix?” Harvard Business School Working Knowledge
http://hbswk.hbs.edu/item/7159.html
⁴ “Glacial progress of women on Canada's boards prompts calls for reform” The Globe and Mail
BIRT Council approve the following Policy regarding Representation of Women on the PGSS Board of Directors:

Preamble

Selection of directors is a critical process to ensure the health of a society. Directors are entrusted with significant responsibility as well as significant liability under the Quebec Civil Code and the Quebec Companies Act. The PGSS must continue to select directors “based on their interest, knowledge, and experience in business, management and/or leadership in the non-profit sector”

At the same time, in accord with the PGSS Policy on Equity and Diversity, “PGSS is committed to taking on a leadership role on issues of equity and diversity within the PGSS membership by advocating for inclusiveness and social and economic justice through recognition, respect, numerical representation, accountability, and responsibility.”

In accord with these principles, the PGSS Appointments Board shall recommend to the Board of Directors, candidates to fill vacancies among the appointed seats as follows:

Policy

1. Vacancies for Internal and Council Directors positions shall be widely advertised to the membership by such means as an announcement at PGSS Council, the PGSS Newswire, the PGSS website, and PGSS social media. No recommendation shall be made by the Appointments Board to the Board of Directors to fill a vacancy until at least one (1) week has elapsed from the advertisement of the vacancy.

2. Vacancies for External Director positions shall be widely advertised in the Montreal community by such means as newspaper advertisements and communication with other non-profit organizations. No recommendation shall be made by the Appointments Board to the Board of Directors to fill a vacancy until at least one (1) week has elapsed from the advertisement of the vacancy.

3. The Appointments Board shall recommend candidates to fill vacancies on the Board of Directors such that at least 40% (2 of 5) director seats are filled by women in the event that all positions are filled. Notwithstanding this policy, the Appointments Board shall not recommend candidates to fill vacancies on the Board of Directors in accord with this policy that they deem unqualified to serve on the Board based on the qualifications outlined in section 1.5.3 of the Corporate Operations Manual.

4. In the event that the Appointments Board is unable to recommend candidates to fill vacancies on the Board of Directors such that at least 40% (2 of 5) director seats are filled by women in the event that all positions are filled, one or two vacancies will remain on the Board of Directors, and the Appointments Board will redouble its efforts to advertise positions under sections (1) and/or (2) of this policy for a period of an additional one (1) month, making particular note of its search for women directors. In the event that after an additional one (1) month, the Appointments Board determines that no qualified women candidates have come forward, the Appointments Board will be authorized to appoint a non-woman candidate, only in the event that the Appointments Board deems that the Board of Directors is suffering from a critical
deficiency in terms of the expertise outlined under section 1.5.3 of the Corporate Operations Manual. In the event that such a non-woman candidate is appointed due to such a deficiency, the Appointments Board shall issue a report to the General Meeting disclosing why such an appointment was made.

5. The Appointments Board shall explain this policy to candidates for vacancies on the Board of Directors and give candidates the opportunity but not the obligation to identity as women.
Equity Commissioner Report (May 29, 2013)
Draft prepared by Gretchen King and reviewed by the Equity Committee

Meetings: Equity Awards at McGill (April 29) & SSMU Clubs and Services Vps (new and old) & MSO (April 30).


Media
- Prepared a commentary for the McGill Daily concerning policy gaps at McGill for PGSS members: http://www.mcgilldaily.com/2013/05/addressing-mcgills-policy-gaps/

Completed tasks
- Completed work with the Sustainability Coordinator to prioritize STARS recommendations around social sustainability;
- Met with the Member Services Officer and SSMU’s Clubs and Services VPs. We discussed making SSMU clubs more accessible to PGSS members. This could include: 1) promoting SSMU clubs night to PGSS members; 2) a greater presence of SSMU clubs and services at PGSS orientation; 3) creating a document for PGSS members on PGSS resources for graduate student clubs (grants program, email list, etc); and 4) creating an info bank for existing PGSS clubs. Our discussion also include re-opening the MOA between SSMU and PGSS to include graduate seats on SSMU services committees, graduate student representation on club executives and/or graduate student working groups within SSMU clubs, plus additional funds for SSMU as PGSS currently pays only 50-cents per graduate student for access to all SSMU clubs and services.
- We have distributed promotional material for the Equity Experiences Survey that includes bookmarks and a banner on the PGSS website. Please fill out the survey online at: https://pgss.mcgill.ca/en/forms/submit/32
- We have concluded our preliminary consultations concerning harassment, grievances, and conflict resolution policies and procedures at PGSS. Thus we have prepared a motion calling for policy and procedural development at PGSS (see motion tabled from May 1 Council below); and
- Attended the first Equity Awards at McGill on April 29, of the 4 awards presented PGSS members received half of the honors, congratulations to Sara Houshmand and Ed Lee (both former PGSS Equity Commissioners);

Work in progress
- We are participating on an ad-hoc committee struck by the Joint Senate-Board Subcommittee on Equity to establish a university-wide equity statement (ie. not policy). This project is on hold until Fall semester.
- Booking mood watchers training (the role of a mood watcher is to create access for full participation and safer space at meetings). This effort is in collaboration with SSMU EqC. The PGSS EqC would like to organize mood watchers for future PGSS Council meetings and AGM;
- Still following-up with AGM 2012 motion for an independent audit of securitization on campus and a review of alternatives to private security;

This will be the last report of the year from myself as the 2012-2013 PGSS Equity Commissioner and I would like to thank the 2012-2013 Equity Committee members – Daniella Goldberg, Veronica Somos, Ana Maria Gonzalez, Jessica Barudin, Jacob Sagrans, Yu-Yun Shiue, Nicole Weckman, Tracy Yuen, Tracy Engstrom, Claudia Vadeboncoeur, and Ifeyinwa Mbakogu – for their time and work. It has been a pleasure working with such skilled and committed individuals. I also thank Council and the Executives and Commissioners for supporting our work this year.

Thank you for reading this report. Any questions or comments can be sent to equity.pgss@mail.mcgill.ca.
MOTION TABLED FROM MAY 1st COUNCIL

Whereas the PGSS Board in its March 1 statement encouraged Council to discuss "the current political atmosphere within the PGSS, the policies and procedures governing political discourse, and any potentially inappropriate behaviour by PGSS members, including members in titled positions;"

Whereas there are systemic structural and policies problems that impact the political climate at PGSS and limit the full participation of PGSS members;

Whereas events over the last year at PGSS indicate a great need for organizational and policy development within PGSS;

BIRT the Policy and Structural Advisory Committee, in collaboration with the Equity Committee, be convened to develop policies, procedures, and trainings to address these gaps.
5.1. Motion R12-02-#065 · Motion Regarding Duties of the Environment Committee (Environment Commissioner)

WHEREAS the current role and actions of the PGSS Environment Committee (PEC) are not in line with the purpose and duties outlined in Chapter 5 Section 11 of the PGSS Society Affairs Manual;

WHEREAS the role of PEC has grown and this committee has been given additional responsibilities over the past year such as maintaining the Thomson House permaculture and vegetable gardens and organizing the Green Drinks Montreal Chapter events;

WHEREAS the added responsibility outlined above has had a positive impact by allowing more opportunities for PGSS member engagement and education through events and workshops;

WHEREAS the composition of PEC outlined in Chapter 5 Section 11.2 has too few positions to be able to complete the tasks being undertaken; currently there are two volunteers other than the regular members sitting in on committee meetings, participating in event planning and execution;

WHEREAS the PGSS Society Affairs Manual should reflect the updated role of PEC;

WHEREAS the role of PEC should explicitly include providing advice to the PGSS on environment related issues;

BIRT Chapter 5 Section 11 of the Society Affairs Manual be amended to read:

Section 11: PGSS Environment Committee (PEC)

1. Purpose
   1.1. The PGSS Environment Committee shall:
   1.1.1. Assess, monitor and make recommendations for the improvement of the PGSS' operations in relation to the environment;
   1.1.2. Elicit opinions of PGSS members on the environment;
   1.1.3. Collaborate with other environmental groups and offices;
   1.1.4 Be responsible for the education of PGSS members on environmental issues;
   1.1.5 Make recommendations to the PGSS on environmentally related matters.

2. Composition
   2.1. The Environment Commissioner (chair);
   2.2. Five (5) at-large regular members of the PGSS;
   2.3. All society representatives to:
       2.1.1 The Senate Committee on Physical Development (SCPD);
       2.1.2 The Sustainability Projects Fund (SPF).

5.2. Motion R12-02-#066 · Motion Regarding Duties of the Environment Commissioner (Environment Commissioner)
WHEREAS the current role and actions of PEC are not in line with the purpose and duties outlined in Chapter 2 Section 3 of the PGSS Society Affairs Manual;

WHEREAS Chapter 5 Section 11.2.3 is written in a confusing manner such that it is not clear whether it is referencing two specific committees or the type of committee that PEC should appoint representatives to;

WHEREAS the Subcommittee on the Environment referenced in Chapter 2 Section 3 1.1.5 was dissolved in Fall 2011;

BIRT Chapter 2 Section 3 of the Society Affairs Manual be amended to read:

Section 3: Environment Commissioner

1. Duties of the Environment Commissioner

1.1 The Environment Commissioner shall:
   1.1.1 Be the Environment Committee’s direct liaison to the Executive Committee;
   1.1.2 Represent the PGSS’ interests in all environmental issues on campus;
   1.1.3 Monitor the implementation and success of the PGSS’ policies with respect to environmental concerns;
   1.1.4 Be the liaison with the SSMU Environment Commissioners;
   1.1.5 Represent the PGSS on the Sustainability Coordinating Group;
   1.1.6 Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees and work groups whose mandate includes environmental issues.

5.3. Motion R12-02-#067 • Motion Regarding Duties of the Health Commissioner
(Member Services Officer)

Background:
In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. A key component of the MSO portfolio is the relationship with our insurance broker and maintenance of the Health and Dental Insurance Plan, a task previously under the VP Finance portfolio.

Preamble:
Whereas a key component of the Member Services Officer is the maintenance and management of the Health and Dental Insurance Plan in addition to the management of services at PGSS and advocate for Services at McGill University, and

Whereas previously the Health Commissioner was significantly involved in the Health and Dental Insurance Plan because of an obvious disconnect between the VP Finance and the health needs of the student population

Whereas this disconnect has been rectified with the creation of the Member Services Officer
Whereas the Health Commissioner, given the limited hours that should be worked by commissioners, should not be occupied by addressing questions and concerns better addressed elsewhere and whereas the Executive would like this position and the Health and Wellness Committee to focus on Health and Wellness events, advocacy and outreach,

BIRT the Society Activities Manual Section 2: Commissioners Section 4: Health Commissioner be amended to remove 1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members,

Section 4: Health Commissioner
1. Duties of the Health Commissioner.
1.1. The Health Commissioner shall:
1.1.1. Be the Health and Wellness Committee’s direct liaison to the Executive Committee;
1.1.2. Represent the PGSS’ interests in all health and wellness issues on campus;
1.1.3. Assist the Executive Committee in negotiating health, dental, and vision insurance plans for the Society to offer its members;
1.1.4. Under the direction of the Member Services Officer, ensure that the PGSS is represented on University committees, subcommittees, and workgroups whose mandate includes health or wellness issues, including but not limited to the Committee for Student Services, the Health Services Advisory Committee, the Mental Health Services Advisory Board, and the Advisory Committee.

BIFRT the Society Activities Manual Section 4: Committees of Council Section 12: Health and Wellness Committee (HAWC) 1.1.4 be amended to read “Advise and make recommendations to the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan”

Section 12: Health and Wellness Committee (HAWC)
1. Purpose
1.1. The Health and Wellness Committee shall:
1.1.1. Survey, assess, monitor and work towards improving the health and wellness of the PGSS community;
1.1.2. Be responsible for the education and promotion of health and wellness issues;
1.1.3. Collaborate with other health and/or wellness groups;
1.1.4. Advise and make recommendations to (Council) the Member Services Officer on the state of the PGSS Health and Dental Insurance Plan;
1.1.5. Make recommendations to Council on any health related matters.

5.4. Motion R12-02-#068 · Motion to Remove Member Services Committee from Society Activities Manual
(Member Services Officer)

Background:
In 2012 the position of Member Services Officer (MSO) was created so that a position on the PGSS Executive existed to increase the level of service offered by the PGSS as well as advocate for improved services at the University level. In addition to the Executive position a committee was written into the Society Activities Manual to be chaired by the MSO and to have a representative from all relevant service areas of PGSS and the Student Services.
Preamble:
Whereas the Member Services Committee is unusually large, and in practice could include over 30 members and,
Whereas the diverse range of members and the unique nature of each Student Service unit and PGSS service would make it impossible develop one cohesive services strategy and
Whereas the objectives of the Member Services Committee are/can be adequately or superiorly addressed by existing PGSS committees (e.g. the PGSS grants program by the Committee on Monetary Affairs)

Action:
BIRT the Society Activities Manual Chapter 5: Committees of Council Section 4: Member Services Committee (MSC) be removed.

Section 4: Member Services Committee (MSC)

1. Purpose
1.1. The Member Services Committee shall:
1.1.1. Coordinate strategy for matters flowing from University student services, and campus-wide student organizations;
1.1.2. Continuously assess and evaluate all services offered by the PGSS;
1.1.3. Consult on and evaluate any new services to be offered by the PGSS;
1.1.4. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.

2. Composition
2.1. The Member Services Officer (chair);
2.2. One (1) member from Macdonald Campus Graduate Student Society (MCGSS);
2.3. One (1) PGSS member from the Family Care Caucus;
2.4. The PGSS representatives to:
2.4.1. Committees within the athletics department;
2.4.2. Committees and Advisory Boards for Student Services;
2.4.3. The CKUT Board of Directors;
2.4.4. The QPIRG Board of Directors.

BIFRT the Grants Program be removed from the purview of the Member Services Committee and fall under the duties of the Committee on Monetary Affairs and Chapter 5: Committees of Council Section 7: Committee on Monetary Affairs (CMA) be amended to include “1.1.3. Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.”

Section 7: Committee on Monetary Affairs (CMA)

1. Purpose
1.1. The Committee on Monetary affairs shall:
1.1.1. Consider and make recommendations to the relevant governing bodies on all financial aspects of the operation and administration of the PGSS, including but not limited to PGSS budgets, administration of all funds and programs financed from them, corporate and business activities, and all fees levied by the University on behalf of the PGSS;
1.1.2. Be responsible for helping the Finance Affairs Officer prepare all necessary
financial documents, analyses, and budget.

1.1.3 Administer the Grants Program including production of a monthly report to Council of funded grants, applications received, grants awarded, and applications rejected or delayed following procedures described in this Manual.
Report from the PGSS Language Policy Committee
Submitted by the Chair (Member Services Officer)

Dear Council,

The Language Policy Committee (LPC) met twice during April to discuss changes to PGSS operations and bylaws as they pertain to translation. It was immediately clear that there were three broad issues the committee needed to address 1) translation of the operating documents and communication of election material in French and English (as elections had recently started), 2) changes to the PGSS bylaws and 3) development of a language policy.

I am happy to report that completion of the Society operating documents should be completed by this Council meetings, all communication relating to the PGSS elections is now being done in English and in French, and headway has been made on other large projects such as translation of the PGSS website.

At our last meeting we came up with a draft set of language bylaws that we would like discussed at this Council meeting. At the moment these are only being brought forward for feedback and we will be bringing them to Council for approval once we have also completed the Language Policy.

The LPC is looking forwards to Council’s thoughts and advice.

PROPOSED CHANGED:

Delete Section 5 Bylaw 5

5. Language
5.1. All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French.
5.2. In the case of conflict, the original language document shall prevail.
5.3. In the case of bilingually drafted documents, the English language document shall prevail.

Delete Bylaw 8.2

Minutes of general meetings, Council, Board of Directors meetings, the Appointments Board, and the Appeals Board shall be kept in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted minutes, the English version shall prevail.

Create a new Bylaw 13, “Language”, reading:

13.1 The PGSS shall maintain a language policy specifying additional language-related rights and procedures beyond those set out in these bylaws.
13.2 Members have the right to engage in English or in French with the Society through society governing documents, its general meetings and its electoral process. Specifically:
13.2.1 All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted document, the English version shall prevail.

13.2.2 The notice, agenda, any annual report from the Executive committee or Board of Directors, and minutes of general meetings shall be made available to members at the same time in English and in French.

13.2.2 Members have the right to submit motions in English or in French to the general meeting.

13.2.3 Members have the right to speak in English or in French at the general meeting.

13.2.4 PGSS shall, to the best of its ability, provide interpretation to its members at general meetings.

13.2.5 All official notices related to elections shall be made available to members in English and in French.

13.2.6 Members have the right to engage in English or in French in all stages of the election process.

13.3 Board of Directors:

13.3.1 The minutes of the meetings of the PGSS Board of Directors shall be made available in English and in French.

13.3.2 Members shall have the right to engage in English or in French in the process that leads to appointment as a Director of the PGSS Board of Directors.

Renumber subsequent bylaws
Report of the Appointments Board to May Council 2013

BIRT that the following positions will be filled by the following individuals:

**COMMISSIONERS:**

- **Environment Commissioner**
  Amanda Winegardner

- **Equity Commissioner**
  Murielle Akpa

- **Health Commissioner**
  Emily Yung

- **Member Support Commissioner**
  Vikrant Bhosle

**PGSS COMMITTEES:**

- **Committee for Member Support**
  Emma Vincent

- **Committee on Monetary Affairs**
  Cheng Zhu

- **Environment Committee**
  David O’Connor
  Sourjya Bhattacharjee

- **Equity Committee**
  Ana Maria Gonzalez Barrero

- **External Affairs Committee**
  Benjamin Elgie
  Cheng Zhu

- **Governance Committee**
  Edwin Horton

- **Health and Wellness Committee**
  Brittany Rocque
UNIVERSITY COMMITTEES:

Athletics and Recreation Advisory Board
Adam Bouchard

Athletics Roundtable
Adam Bouchard

Advisory Committee on Human Research Ethics
Marie-Elyse Lafaille-Magnan

APC Subcommittee on Academic Unit Review
Marie-Elyse Lafaille-Magnan

APC Subcommittee on Teaching and Learning
Jeremie Abitol

Beatty Memorial Lectures Committee
Andrew Kaplan

Health Service Advisory Board
Emily Yung

Honorary Degrees and Convocations Committee
Samara Perez

JBSCE Subcommittee on Women
Tracy Yuen

Mental Health Service Advisory Board
Samara Perez

Senate Committee on Libraries
Adam Bouchard

Subcommittee on Admission Review
Adam Bouchard

The Carrie Derick Award for Graduate Teaching and Supervision
Samara Perez

The David Thomson Award for Graduate Teaching and Supervision
Samara Perez

Race and Ethnic Group Relations Committee
Ifeyinwa Mbakogu
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## Actual Jun.1-Mar.28 2013

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<td>$159,403</td>
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<td>$178,061</td>
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**Actual Jun 1-Mar 28 2013**
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<td>1,303,161</td>
<td>159,403</td>
<td>116,209</td>
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<td>34,118</td>
<td>178,061</td>
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<td>1,095,797</td>
<td>201,459</td>
<td>104,817</td>
<td>4,904</td>
<td>45,651</td>
<td>(70,131)</td>
<td>12,171</td>
<td>377,250</td>
<td>209,667</td>
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<td>158,009</td>
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|SUMMARY INFORMATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|Beginning of year | 1,121,377 | 1,121,377 | 1,303,161 | 159,403 | 116,299 | 4,115 | 34,118 | 178,061 | 19,344 | 404,057 | 174,845 | 25,000 | 188,009 |
|Total revenue | 4,442,637 | 4,394,137 | 4,424,667 | 669,519 | 170,368 | 20,000 | 17,822 | 77,574 | 13,065 | 2,347,769 | 1,168,352 | | |
|Total expenses | 4,541,075 | 4,158,263 | 4,632,031 | 627,462 | 181,960 | 19,211 | 6,289 | 325,766 | 20,238 | 2,374,576 | 1,873,530 | | |
|Total transfers & amortization | - | - | - | - | - | - | - | - | 34,822 | (34,822) | (34,822) | |
|End of year (before Transfers and Amortization) | 1,022,938 | 1,357,263 | 1,095,797 | 201,459 | 104,817 | 4,904 | 45,651 | (70,131) | 12,171 | 377,250 | 209,667 | 25,000 | 188,009 |
|End of year | 1,022,938 | 1,357,263 | 1,095,797 | 201,459 | 104,817 | 4,904 | 45,651 | (70,131) | 12,171 | 377,250 | 209,667 | 25,000 | 158,009 |
|Change in total cash | (98,439) | | | | | | | | | | | | |
|Change in total assets | (128,439) | | | | | | | | | | | | |
|Total cash at year end | 1,022,938 | | | | | | | | | | | | |
|Total assets at year end | 1,180,947 | | | | | | | | | | | | |
### Actual Jun.1-Mar.28 2013

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<td>1,121,377</td>
<td>1,303,161</td>
<td>159,403</td>
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**SHADING LEGEND**

- Requires Council / EC approval
- BoD Purview
- For information purposes only
- Requires both Council / EC, and BoD approval
- Section totals
AGENDA
1. Approval of the Agenda
2. Speaker’s Report
3. Announcements
   3.1. Draft Budget Presentation (Finance Officer)
4. Approval of the Minutes
5. Business Arising from the Minutes and Standing Orders
   5.1. Motion R12-04-#088 · To accept recommendations of the Appointments Board
6. Executive Reports
   6.1. Academic Affairs Officer
   6.2. Finance Officer
   6.3. Secretary-General
7. Commissioner Reports
8. Other Reports
   8.1. Policy and Structure Advisory Committee
   8.2. Equity Committee
   8.3. Governance Committee
   8.4. Language Policy Committee
9. Question Period
10. New Business
    10.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
    10.2. Motion R12-04-#090 · Resignation of the Environment Commissioner
    10.3. Motion R12-04-#091 · Resignation of the External Affairs Officer
    10.4. Motion R12-05-#092 · Recognition of Friends of the Society
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-04-#088 · To accept recommendations of the Appointments Board
(Appointments Board)

BIRT Council approve the nominations outlined in the report of the Appointments Board.

10. New Business

10.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
(Education Graduate Student Society (EGSS))

WHEREAS McGill University Library website states that the “McGill Library has become a 24-hour hub for student life, study, and group learning. More than 100,000 people use McGill’s 13 libraries and special collections daily to conduct research, study, or collaborate on group projects” [1].

WHEREAS libraries are essential in educational institutions both to provide materials and resources to foster learning and the advancement of knowledge, and to provide a physical study space for students;

WHEREAS PGSS Secretary-General Jonathan Mooney was quoted in the Montreal Gazette (April 16th, 2013) stating that, “For graduate students, the library is an essential service” [2]

WHEREAS on May 23rd, 2012, the PGSS Council passed a motion to donate approximately half a million dollars from the Library Improvement Fund (paid for by graduate students) to the university libraries [3];

WHEREAS the Student Society of McGill University (SSMU) collected $651,848 for the Library Improvement Fund in the Summer 2012 with approximately $77K donated to Education Library’s Improvement Project [4];

WHEREAS in a report dated April 12th, 2013, the CBC reported that McGill University is considering shutting down libraries at two of its faculties –Education and Life Sciences– in the face of a $1.8 million budget cut to the university library system [5];

WHEREAS the Education Graduate Student Society (EGSS) passed a motion on April 15th 2013 to immediately initiate and coordinate a campaign to prevent the closure of the Education Library [6];

WHEREAS on April 16, 2013 the Education Faculty Council passed 2 motions deploring the possibility of the closure or merger of the Education Library and committed to supporting all reasonable efforts to avoid this outcome and called for a townhall to take place.
WHEREAS the Education Undergraduate Society (EDUS) released a statement on April 17th, 2013 deploring the proposed closure/merger of the Education Library and Curriculum Resources Centre. [7]

WHEREAS the elimination of library services would negatively impact the ease of access to materials and resources by both undergraduate and graduate students;

WHEREAS the University should consult the student body in decisions that affect students directly;

WHEREAS the PGSS is mandated to work towards improving the quality and accessibility of post-graduate education at McGill[8];

BE IT RESOLVED THAT (BIRT) the PGSS Council enter into a committee of the whole for 10 minutes to discuss potential library closures;

BE IT FURTHER RESOLVED THAT (BIRFT) the PGSS members serving on various deliberative bodies within the University community advocate for increased consultation with students and communications regarding any proposed changes to library services;

BIRFT the PGSS seek active participation in discussions regarding changes to any forthcoming changes to university services in lieu of the cuts to the University’s budget;

BIRFT that PGSS support efforts to retain library services for students and to keep library spaces open and available for student use.

NOTES:


**10.2. Motion R12-04-#090 · Resignation of the Environment Commissioner**  
(Executive Committee)

**BIRT Council ratify the resignation of the Environment Commissioner.**

**10.3. Motion R12-04-#091 · Resignation of the External Affairs Officer**  
(Executive Committee)

**BIRT Council ratify the resignation of the External Affairs Officer.**

**10.4. Motion R12-05-#092 · Recognition of Friends of the Society**  
(Executive Committee)

**BIRT Council approve the recognition of Friends of the Society as outline in Appendix A.**
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<td><strong>Society Activities</strong></td>
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**Notes:**
- Revenue and expenses are projected values based on historical data and budget projections.
- The budget for 2013-2014 is compared to the previous years to highlight changes and trends.
- The budget for society activities includes various events and meeting expenses.
- The budget for corporate activities includes salaries and benefits for employees.
- The budget for executive and referendum includes administrative and operational expenses.
- The total revenue is calculated by adding all the projected values for each category.
<table>
<thead>
<tr>
<th>ACTIVITIES</th>
<th>Sub-Activities</th>
<th>Description</th>
<th>Amount</th>
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**FUND TRANSFERS & AMORTIZATION**

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<th>Sub-Activities</th>
<th>Description</th>
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<tbody>
<tr>
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<td>Other</td>
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**FOOD & BEVERAGE – 200**

- **200,000**
- **7,500**
- **1,500**
- **(15,000)**
- **161,830**
- **10,814**
- **144,000**

**McGill Bad Debt**

- **2,317,767**
- **35,745**
- **159,824**
- **12,000**
- **92,535**
- **39,490**

**Other**

- **1,250**
- **3,747**
- **605**
- **3,262**

**Maintenance & Repairs**

- **223,847**
- **40,458**
- **123**

**Office**

- **6,492**
- **6,492**
- **7,490**
- **8,490**

**Programs & Services**

- **97**
- **290**
- **490**
- **290**

**Special Projects**

- **675,000**
- **125,000**
- **250,000**
- **250,000**

**Special Projects – Donations**

- **915,000**
- **170,000**
- **380,000**
- **320,000**

**Other**

- **100,000**
- **(100,000)**

**Salaries & Benefits – Daytime FBS**

- **158,346**
- **11,111**
- **52,778**
- **79,723**
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<td>138</td>
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**SHADING LEGEND**
- Requires Council / EC approval
- For information purposes only
- Requires both Council / EC, and BoD approval
- BoD Purview
- End of year loan balance

**SUMMARY INFORMATION**

<table>
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<td>Total transfers &amp; amortization</td>
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<tr>
<td>Total transfers &amp; amortization</td>
<td>386,954</td>
</tr>
<tr>
<td>Total at year (before Transfers and Amortization)</td>
<td>402,555</td>
</tr>
<tr>
<td>Total at year</td>
<td>4,512,730</td>
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<tr>
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<tr>
<td>Total at year (before Transfers and Amortization)</td>
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<tr>
<td>Change in total cash</td>
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<tr>
<td>Change in total assets</td>
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<tr>
<td>Total assets at year end</td>
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<tr>
<td>Total assets at year end</td>
<td>25,001</td>
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</table>
Academic Affairs Officer
Council Report June 12 2013
Adam Bouchard

Activities occurring:
May 23rd through June 7th 2013

May 28th – Meeting with McGill Writing Centre
May 29th – Meeting with Professor Kreiswirth
May 30th – Meeting with Ubriety

June 5th – Meeting with Professor Mendelson
June 5th – Meeting with new Deputy Provost Student Life and Learning
June 6th – Executive Meeting

Announcements and Updates

Workplan
The new term began on June 1st and I am talking to my fellow executives about next year and the plans we have for yearlong projects. Every fall the executive submits a workplan that guides projects and resources for the year. Please submit any proposals for my portfolio to academic.pgss@mail.mcgill.ca and we can start working together on them this summer.

The proposed projects that I have compiled so far include:

Athletics – Help McGill Athletics conduct a review of how it interacts with the larger community, helps further the Universities mission statement and improves student life.
McGill Writing Centre – Work with the MWC on the creation and development of graduate student specific resources and seminars
Ubriety – Be responsible for the integration of new PGSS online platforms for society business into the everyday life of our committee members and volunteers.
Lease of Thomson House – Work with the Secretary-General and Board of Directors to sign a new long-term lease with the University.
Thomson House on the Moon – I think it is time to re-launch the PGSS space program. It has important implications for future generations and should be a top priority.
Undergraduate Learning Outcomes – Teaching and Learning Services is running a working group on this subject. Approximately 25% of PGSS members received their undergraduate degree from McGill. Being involved in this project will help our future members.
Supervision – Based on the data collected this past year, propose and move on concrete improvements in University Policies.
Library Improvement Fund – I believe that having lockable space for graduate students who do not have offices should be made available at the libraries. I will be going through the process of getting information on locations and departments that are the most in need and see if this is a viable project.

Committees
We still have some vacancies on a few committees. Check the Vacancy Spreadsheet on the PGSS website and submit your application form to Marilou at info.pgss@mail.mcgill.ca

Thank you.

Adam Bouchard.
Academic Affairs Officer.
academic.pgss@mail.mcgill.ca
Meetings since the last council report:

- May 7: Free CREPUQ BBQ
- May 11: Tulip Festival Trip
- May 14: Trivia Night

CREPUQ BBQ

The BBQ was a great success and we had over 200 people show up. This gave me the opportunity to create awareness about the fact that we do have an accident insurance. I would like to thank the business side for executing a great and smooth BBQ. In the future we should definitely continue to have such free events and connect them to awareness creation.

Tulip Festival

This year we had three busses going to Ottawa for the Tulip festival. We used the busses to go to the Commissioner Park first, before bussing everyone to Parliament Hill. We also offered a shuttle service to the Museum of Canadian Civilisation. Overall the trip was well received and people liked the options given by our dynamic use of the busses.

Trivia Night

The Trivia Night was one of the smaller events, with fewer than 40 participants. Traditionally the May Trivia Night is a rather small event. I am currently thinking of taking a creative break over summer and resuming with monthly trivia nights in August. This is also since we usually have low attendance for events in summer.
The PGSS executive committee has been meeting with members of the administration and the FEUQ to discuss plans for the upcoming year. Major progress is being made with regard to our project to improve supervision at McGill, with more to come in late 2013.

### Representation

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/29</td>
<td>Martin Kreiswirth, Dean of Graduate Studies</td>
<td>Discussed differential fee waivers for international students, upcoming policy changes to improve supervision at McGill</td>
<td>Ongoing</td>
</tr>
<tr>
<td>6/3</td>
<td>FEUQ Congress</td>
<td>Discussed graduate student funding issues</td>
<td>Ongoing</td>
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<td>6/5</td>
<td>Morton Mendelson, Deputy Provost (Student Life and Learning)</td>
<td>Discussed Thomson House lease</td>
<td>Ongoing</td>
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<tr>
<td>6/5</td>
<td>Ollivier Dyens, Incoming Deputy Provost (Student Life and Learning)</td>
<td>Discussed DPSLL portfolio</td>
<td>Ongoing</td>
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<tr>
<td>6/6</td>
<td>Executive Committee</td>
<td>Discussed McGill Athletics, workplan, CFS, FEUQ, upcoming council meeting</td>
<td>Ongoing</td>
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</tbody>
</table>

### Further information

The Executive Committee has been preparing for the 2013-2014 mandate.
### Upcoming events and activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Recommendations</th>
<th>Action</th>
<th>Follow up</th>
</tr>
</thead>
</table>

The Policy and Structure Advisory Committee will meet during the summer to address the recommendations from the BoD report.

### Governing documents

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Activity/Event/Description</th>
<th>Follow up</th>
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### Further information

### Upcoming events and activities

<table>
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<tr>
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<th>Recommendations</th>
<th>Action</th>
<th>Follow up</th>
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Report of the Governance Committee

May 28, 2013

The governance committee considered the following amendment to the Society Activities Manual

5.1. Motion R12-02-#064 · Motion Regarding External Affairs Officer Job Description

(External Affairs Officer)

WHEREAS the structure of PGSS is similar to other Anglophone student associations in Montreal;

WHEREAS the demographics and composition of the PGSS student body is similar to other Anglophone student associations in Montreal;

WHEREAS the External Affairs Officer has regularly met and worked with the other Anglophone student associations in Montreal because of these similarities;

BIRT the PGSS Society Activities Manual, Section 3: External Affairs Officer, be amended to read,

“Representation
1.1.2. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations in order to build a coalition of Anglophone student associations within the Quebec student movement.

Communication
1.2.1. Represent the PGSS at all meetings of student associations of which the PGSS is a member and at all meetings with other Anglophone student associations.

Campaigns
1.3.1. Be responsible for effectively communicating and implementing relevant programs and research projects that are consistent with the policies and positions of the PGSS, and that are developed in collaboration with groups of which the PGSS is a member and with other Anglophone student associations.”

The governance committee reports

We would offer a caution from a governance wording perspective. The aim of the motion may be to require the EAO to work with other Anglophone student associations, but the effects of the wording are different.

- The existing wording requires representation at all bodies at which the PGSS is a member.
- The new wording seems to seek to require working with other Anglophone student associations
- The new wording, by specifying Anglophone associations, sets aside Francophone associations. Lacking a distinction, both are encouraged. Specifying one rather than the other as within a mandate means the other is not within the mandate.
- It may be better to have a two clauses
- One to empower the EAO to represent the PGSS with all other student associations
- One to require the EAO to work towards building a coalition of Anglophone student associations
- This may help to divide the issues of representation and coalition-building, as they are initially conflated in this motion.

The governance committee recommends that the amendment be accepted with the following changes:

<table>
<thead>
<tr>
<th>Representation</th>
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</thead>
<tbody>
<tr>
<td>1.1.2. Represent the PGSS at all meetings of student associations of which the PGSS is a member <strong>and at all meetings with other student associations.</strong></td>
</tr>
<tr>
<td>1.1.2.1 <strong>Work with other Anglophone student associations to build a coalition within the Quebec student movement.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2.1 Represent the PGSS at all meetings of student associations of which the PGSS is a member <strong>and at all meetings with other student associations.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Campaigns</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.1 Be responsible for effectively communicating and implementing relevant programs and research projects that are consistent with the policies and positions of the PGSS, and that are developed in collaboration with groups of which the PGSS is a member <strong>and with other student associations.</strong></td>
</tr>
</tbody>
</table>
Report from the PGSS Language Policy Committee
Submitted by the Chair (Member Services Officer)

Dear Council,

The Language Policy Committee (LPC) met twice during April to discuss changes to PGSS operations and bylaws as they pertain to translation. It was immediately clear that there were three broad issues the committee needed to address 1) translation of the operating documents and communication of election material in French and English (as elections had recently started), 2) changes to the PGSS bylaws and 3) development of a language policy.

I am happy to report that completion of the Society operating documents should be completed by this Council meetings, all communication relating to the PGSS elections is now being done in English and in French, and headway has been made on other large projects such as translation of the PGSS website.

At our last meeting we came up with a draft set of language bylaws that we would like discussed at this Council meeting. At the moment these are only being brought forward for feedback and we will be bringing them to Council for approval once we have also completed the Language Policy.

The LPC is looking forwards to Council’s thoughts and advice.

PROPOSED CHANGED:

Delete Section 5 Bylaw 5

5. Language
5.1. All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French.
5.2. In the case of conflict, the original language document shall prevail.
5.3. In the case of bilingually drafted documents, the English language document shall prevail.

Delete Bylaw 8.2

Minutes of general meetings, Council, Board of Directors meetings, the Appointments Board, and the Appeals Board shall be kept in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted minutes, the English version shall prevail.

Create a new Bylaw 13, “Language”, reading:

13.1 The PGSS shall maintain a language policy specifying additional language-related rights and procedures beyond those set out in these bylaws.
13.2 Members have the right to engage in English or in French with the Society through society governing documents, its general meetings and its electoral process. Specifically:
13.2.1 All governing documents of the PGSS, with the exception of contracts, shall be made available in English and French. In the case of a conflict on interpretation, the language of original drafting shall prevail. In the case of bilingually drafted document, the English version shall prevail.

13.2.2 The notice, agenda, any annual report from the Executive committee or Board of Directors, and minutes of general meetings shall be made available to members at the same time in English and in French.

13.2.3. Members have the right to submit motions in English or in French to the general meeting.

13.2.4. Members have the right to speak in English or in French at the general meeting.

13.2.5. PGSS shall, to the best of its ability, provide interpretation to its members at general meetings.

13.2.6. All official notices related to elections shall be made available to members in English and in French.

13.2.6. Members have the right to engage in English or in French in all stages of the election process.

13.3 Board of Directors:

13.3.1 The minutes of the meetings of the PGSS Board of Directors shall be made available in English and in French.

13.3.2. Members shall have the right to engage in English or in French in the process that leads to appointment as a Director of the PGSS Board of Directors.

Renumber subsequent bylaws
On April 4, 2013, PGSS Council, noting “that a major threat to the success of Sustainable Thomson House Project is a lack of institutionalization and continuity”, passed Motion R12-04-#086:

BIRT Council recommend to the PGSS Board of Directors that the Sustainability Coordinator position be created as a permanent part-time position, beginning June 1, 2013.

The Quebec Companies Act (s. 91) states that the Board of Directors is responsible for “the appointment, functions, duties and removal of all officers, agents and employees of the company, the security to be given by them to the company, and their remuneration”

PGSS' Bylaws define “matters of employment” as a Corporate Activity under the purview of the Board but outside of the purview of Council.

The creation and modification of employee positions within the PGSS staffing structure is thus a matter exclusively under the Board’s purview; any decisions with regard to the staffing structure must be made via amendment to and in keeping with the process outlined in the Board-approved Employee Policy Manual. There is a danger of Council involving itself in matters of employment outside its purview, both from the perspective of liability and from the perspective of protection of personal information. For example, a divisive conflict between the Board and Council occurred in 2008 regarding a reform of the Thomson House management structure, leading to considerable strife and attempts by Council to exercise authority on matters outside its expertise and purview. Nevertheless, Council’s concern regarding the need for the Board to act with regard to institutionalizing sustainability initiatives is well-taken and must be acted upon.

To reflect and respect the appropriate division of responsibilities outlined in PGSS bylaws while responding to Council’s concerns, and as Council does have purview over sustainability initiatives that fall under Shared or Society Activities, the Board recommends that Council amend motion R12-04-#086 to read:

BIRT Council request that the PGSS Board of Directors submit to the Council meeting of November 2013 a plan to ensure institutionalization of sustainability at PGSS and continuity in duly implementing the forthcoming Sustainability Action Plan.
Each page of the Sustainability Action Plan is formatted like this.

<table>
<thead>
<tr>
<th>Action</th>
<th>Possible Benefits (rated from 1-3 x’s)</th>
<th>Possible Costs (rated from 1-3 x’s)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ saved</td>
<td>Greenhouse gas emissions reduced</td>
</tr>
<tr>
<td>Short term [1-2 years]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommendation</td>
<td>x</td>
<td>xx</td>
</tr>
<tr>
<td>Medium [3-4 years]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommendation</td>
<td>x</td>
<td>xxx</td>
</tr>
<tr>
<td>Long [5+ years]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommendation</td>
<td>XX</td>
<td>XX</td>
</tr>
</tbody>
</table>
## Environment Committee

**Educate PGSS members on environmental issues and sustainability**

<table>
<thead>
<tr>
<th>Action</th>
<th>Student opportunities</th>
<th>#PGSS members informed</th>
<th>Increase wellbeing</th>
<th>Reduce GHGs</th>
<th>Strengthen community</th>
<th>other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
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<tr>
<td>Increase awareness and education materials at PGSS orientation (e.g. PEC listserv)</td>
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<tr>
<td>Create offset program for air travel emissions</td>
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<tr>
<td><strong>Medium [3-4 years]</strong></td>
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<td></td>
<td></td>
<td>biodiversity</td>
<td></td>
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<tr>
<td>Increase number of native plants at Thomson House</td>
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<tr>
<td>Increase number of educational events at PGSS, including co-sponsored ones (e.g. SSMU)</td>
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<tr>
<td><strong>Long [5+ years]</strong></td>
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<tr>
<td>Ongoing outreach campaign</td>
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<tr>
<td>Create a series of resources for green events, actions, and materials</td>
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</tbody>
</table>

- **Loss of accuracy**
Challenge: Outreach campaign for PGSS members beyond Thomson House. Increase involvement of PGSS members to environmental issues, events, and discussions. Currently, PGSS operates within a Thomson House-centric sphere of influence. Yet the majority of post-graduate time is spent in his or her workspace, office or laboratory.

Why it’s worth it: Focusing on reaching out to all PGSS members would substantially expand awareness of PGSS. Increased communication could be used as leverage to create real changes in members’ workspaces. This program would have a trickle-down effect, so not only students that visit Thomson House would benefit. It would also change the focus from Thomson House to PGSS members in general. Post-graduate students hold influence as the senior members in their respective work environments.
## Sustainability Coordinator

Oversee the **implementation** of the Sustainability Action Plan, **increase opportunities** for student learning, and **outreach** to graduate students within Thomson House and McGill.

### Action

<table>
<thead>
<tr>
<th>Action</th>
<th>Student opportunities</th>
<th># PGSS members informed</th>
<th>Increase well-being</th>
<th>Reduce greenhouse gas emissions</th>
<th>Strengthen community connections</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>internal signage for improvements around TH</td>
<td>xx</td>
<td>xxx</td>
<td>x</td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>centralize waste bins</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>update website with possible student research projects for course credit</td>
<td>xxx</td>
<td>xx</td>
<td>xxx</td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>staff training in environmental and social sustainability once per year (with EqC)</td>
<td>xx</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>organize work study position to set up garden</td>
<td>xxx</td>
<td>xx</td>
<td>x</td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
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<tr>
<td><strong>Medium [3-4 years]</strong></td>
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<tr>
<td>Other scope 3 emission sources should be inventoried</td>
<td>xxx</td>
<td>x</td>
<td>xx</td>
<td></td>
<td></td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>x</td>
</tr>
<tr>
<td>track energy use</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td></td>
<td></td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
</tr>
<tr>
<td>research and promote carpooling programs</td>
<td>xx</td>
<td>xxx</td>
<td>xxx</td>
<td></td>
<td></td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
</tr>
</tbody>
</table>
### Sustainability Coordinator (cont.)

#### Action

<table>
<thead>
<tr>
<th>Medium [3-4 years] (continued)</th>
<th>Student opportunities</th>
<th>PGSS members informed</th>
<th>Increase well-being</th>
<th>Reduce greenhouse gas emissions</th>
<th>Strengthen community connections</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>manage student projects and volunteers, liaise between commissioners, execs, staff, etc.</td>
<td>xxx</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>xxx</td>
<td>better coordination/efficiency</td>
<td>xx</td>
<td>xxx</td>
<td>x</td>
<td>xx</td>
</tr>
<tr>
<td>create local offset program to reduce emissions through outreach activities</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Long [5+ years]</th>
<th>Student opportunities</th>
<th>PGSS members informed</th>
<th>Increase well-being</th>
<th>Reduce greenhouse gas emissions</th>
<th>Strengthen community connections</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>more community partnerships and projects</td>
<td>xxx</td>
<td>xx</td>
<td>xx</td>
<td>x</td>
<td>xxx</td>
<td></td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td></td>
</tr>
<tr>
<td>start an eco-reps program for graduate students and post-docs</td>
<td>xxx</td>
<td>xxx</td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
<td>expand reach beyond TH</td>
<td>xx</td>
<td>x</td>
<td>x</td>
<td>xx</td>
</tr>
<tr>
<td>emissions inventory every 5 years</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td></td>
<td>xxx</td>
<td>baseline info</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>apply for funding for more renewable energy (heating and cooking)</td>
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<tr>
<td>apply for funding for energy and water saving measures (lighting timers, temperature controls, insulation)</td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
<td></td>
<td></td>
<td>save water, publicity</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>co-events with other graduate societies</td>
<td></td>
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</table>


Challenge: Eco Ambassadors Program to reach grad students beyond Thomson House. Sustainable TH has so far focus only on PGSS and Thomson House activities, but only a small percentage of grad students ever visit TH. It will be difficult to access grad students in labs at first, but establishing relationships and creating policies in labs will be beneficial so that other grad students and undergrads learn.

Why it’s worth it: Grad students spend a lot of time in their respective labs, and often play a mentoring role to undergrads. Reaching beyond TH to give workshops and establish energy-saving practices in labs across campus would reach far more students.
Provide **representation**, work to improve the **quality** and **accessibility** of post-grad education, and provide **resources** and **services** to PGSS members

<table>
<thead>
<tr>
<th>Exec</th>
<th>Action</th>
<th>Student</th>
<th>#PGSS members informed</th>
<th>Increase wellbeing</th>
<th>More transparent government</th>
<th>Reduce GHGs</th>
<th>Strengthen community</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
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</tr>
<tr>
<td>all execs + commissioners</td>
<td>exec meet &amp; greet at orientation</td>
<td>xx</td>
<td>xxx</td>
<td>xx</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic affairs</td>
<td>clear/accessible governance graphic and FAQ on PGSS website</td>
<td>xx</td>
<td>xxx</td>
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</tr>
<tr>
<td>Internal</td>
<td>incorporate policy that most eco-friendly means of transportation is favourable for exec business trips</td>
<td>x</td>
<td>xxx</td>
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<tr>
<td>Financial</td>
<td>include more sustainability-focused questions as part of the PGSS/GPS grants process</td>
<td>xxx</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
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<tr>
<td>Internal</td>
<td>promote to associations that they can receive PGSS grants; promote access to SSMU clubs</td>
<td>x</td>
<td>x</td>
<td>xx</td>
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<tr>
<td>Internal</td>
<td>incorporate more outdoors programs into PGSS activities</td>
<td>xx</td>
<td></td>
<td>x</td>
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<td>x</td>
<td></td>
<td>xx</td>
<td></td>
</tr>
<tr>
<td>Exec</td>
<td>Action</td>
<td>Student opportunities</td>
<td>#PGSS members informed</td>
<td>Increase reputation</td>
<td>More transparent</td>
<td>Reduce GHGs</td>
<td>Strength</td>
<td>Staff hours</td>
<td>Feasibility</td>
<td>commitment</td>
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<td><strong>Medium [3-4 years]</strong></td>
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<tr>
<td>Academic Affairs + Sec Gen</td>
<td>advocate for increases in the levels of bursaries; advocate for the extension of entrance level financial aid, tuition fee waivers, guaranteed funding packages, access to McGill or PGSS financial audit</td>
<td>xxx</td>
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<tr>
<td>Member Services + Financial</td>
<td>advertise Bixi more, possible PGSS membership discount</td>
<td>xx</td>
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<td>xxx</td>
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<td>xx</td>
<td>xx</td>
<td>xx</td>
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<tr>
<td>Member Services+ Financial</td>
<td>expand Communauto offers to staff</td>
<td>xxx</td>
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<td>xxx</td>
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</tr>
<tr>
<td>Member+ Financial</td>
<td>more daycare available to staff and members, tailored to parents' needs</td>
<td>xx</td>
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<td>xx</td>
<td>xx</td>
<td>xx</td>
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</tr>
<tr>
<td>External, Financial + Academic</td>
<td>provide grad students with full, accessible info on the cost of living in Montreal (work with FEUQ); collect data on which groups get funding over time</td>
<td>xxx</td>
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<td>x</td>
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<td>xx</td>
<td>xx</td>
<td>xx</td>
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<tr>
<td>External</td>
<td>encourage participation for community service</td>
<td>xx</td>
<td></td>
<td>xx</td>
<td>xx</td>
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<td></td>
<td></td>
<td></td>
<td>x</td>
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</tr>
</tbody>
</table>
### Executives (cont.)

<table>
<thead>
<tr>
<th>Exec</th>
<th>Action</th>
<th>Student opportunities</th>
<th>#PGSS members informed</th>
<th>Increase</th>
<th>More transparent government</th>
<th>Reduce GHGs</th>
<th>Strengthen community</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Long term [5+ years]</strong></td>
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<tr>
<td>Member Services + Sec-Gen + Financial + Academic</td>
<td>Work with DAR, Teaching and Learning, other McGill sources to fund the continuation of building and operations improvements</td>
<td>xx</td>
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<tr>
<td>External</td>
<td>PGSS should advocate for external sustainability policies</td>
<td>xx</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Financial + External + Sec-Gen</td>
<td>PGSS advocates that McGill divests from industries with high environmental/social impacts</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Financial + External + Academic + Sec-Gen</td>
<td>Negotiations between the executives and administration for access to McGill’s employee wellness services</td>
<td></td>
<td></td>
<td></td>
<td>xxx</td>
<td>x</td>
<td>xxx</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
</tr>
<tr>
<td>Financial + external</td>
<td>Secure funding for increased accessibility at PGSS (EqC in consultation, BOD for approval)</td>
<td>x</td>
<td>xxx</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
<td>xx</td>
</tr>
<tr>
<td>all</td>
<td>Create a strategic plan (include succession planning)</td>
<td>x</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
</tr>
</tbody>
</table>
To promote equity in PGSS operations and among PGSS members, and to collaborate with other equity groups on campus, the Equity Committee (EqC) has outlined the following actions:

### Action
- **Promote equity in PGSS operations and among PGSS members, and collaborate with other equity groups on campus.**

### Short term [1-2 years]
- **brief EqC introduction during orientation registration. small scale equity workshop (winter orientation)**
  - # PGSS members informed: ✗
  - Increase well-being: ✗
  - Promote accessibility: ✗
  - Promote equity: ✗
  - Increase diversity: ✗
  - Strengthen community connections: ✗
  - Other: ✗
  - $ spent: 3
  - Staff hours: ✗
  - Feasibility: ✗
  - Commitment: ✗

### Medium [3-4 years]
- **more gender neutral bathrooms (with signage)**
  - # PGSS members informed: ✗
  - Increase well-being: ✗
  - Promote accessibility: ✗
  - Promote equity: ✗
  - Increase diversity: ✗
  - Strengthen community connections: ✗
  - Other: ✗
  - $ spent: 1
  - Staff hours: ✗
  - Feasibility: ✗
  - Commitment: ✗

### Long [5+ years]
- **reoccurring building accessibility audit**
  - # PGSS members informed: ✗
  - Promote equity: ✗
  - Increase diversity: ✗
  - Strengthen community connections: ✗
  - Other: ✗
  - $ spent: ✗
  - Staff hours: ✗
  - Feasibility: ✗
  - Commitment: ✗

- **systematic assessment of diversity + equity**
  - # PGSS members informed: ✗
  - Increase well-being: ✗
  - Promote accessibility: ✗
  - Promote equity: ✗
  - Increase diversity: ✗
  - Strengthen community connections: ✗
  - Other: ✗
  - $ spent: ✗
  - Staff hours: ✗
  - Feasibility: ✗
  - Commitment: ✗
Gain **credit or volunteer experience** for working on an **applied project** at Thomson House. Use knowledge learned at McGill + **creativity** to contribute meaningfully.

### Action

<table>
<thead>
<tr>
<th>Short term [1-2 years]</th>
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</tr>
</thead>
<tbody>
<tr>
<td>awareness campaigns to publicize sustainable measures in TH</td>
<td>xx</td>
<td>xxx</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>x</td>
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<tr>
<td>organize a bike to work week &amp; outreach events</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
</tr>
<tr>
<td>list of native plants suitable for the area</td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>x</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Medium [3-4 years]</th>
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</thead>
<tbody>
<tr>
<td>reduce water consumption (awareness campaign, eventual replacement of equipment as-needed)</td>
<td>xx</td>
<td>xxx</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td>x</td>
<td>x</td>
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<tr>
<td>information/campaign on how to dispose of e-waste properly</td>
<td>x</td>
<td>xx</td>
<td></td>
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<td></td>
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<tr>
<td>landscaping to reduce erosion</td>
<td>xxx</td>
<td>xx</td>
<td>xx</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>xx</td>
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</tr>
</tbody>
</table>
### Student Projects

Gain **credit** or **volunteer experience** for working on an **applied project** at Thomson House. Use knowledge learned at McGill + **creativity** to contribute meaningfully.

<table>
<thead>
<tr>
<th>Action</th>
<th>Student opportunities</th>
<th>Save water</th>
<th>Biodiversity</th>
<th># PGSS members informed</th>
<th>Increase well-being</th>
<th>Reduce greenhouse gas emissions</th>
<th>Strengthen community connections</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long [5+ years]</td>
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<tr>
<td>create a climate action plan with emission targets</td>
<td>xxx</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xxx</td>
<td>x</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>report on how climate change will affect Thomson House in the future</td>
<td>xx</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xx</td>
<td></td>
<td>x</td>
<td>xx</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>create physical plan</td>
<td>xx</td>
<td>xxx</td>
<td>xx</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>create vendor code of conduct</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>xx</td>
<td></td>
<td></td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
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</tbody>
</table>

**Challenge:** Students can gain valuable hands-on experience by working on new and existing sustainability projects at McGill. However, students who are volunteering or gaining course credit need mentoring and/or supervision from staff and faculty. It can also be difficult to break projects into semester-long pieces to accommodate students’ schedules and credit requirements.

**Why it’s worth it:** McGill prides itself on excellence, but many students graduate without much practical experience. Applied student learning not only helps students decide their future career path, but teaches them life-long skills.
To create an environment around Thomson house that promotes **local** and **sustainable goods and services**, while providing **affordable services** to PGSS members

<table>
<thead>
<tr>
<th>Person responsible</th>
<th>Action</th>
<th>Preserve vulnerable species</th>
<th>Reduce waste</th>
<th>Ecosystem health</th>
<th>Increase local economy</th>
<th>Increase accessibility</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
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<tr>
<td>Chef</td>
<td>increase % of vegetarian and vegan food</td>
<td></td>
<td>xx</td>
<td>xx</td>
<td></td>
<td>save</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Chef</td>
<td>reduce amount of sodium</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>human</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Business Manager</td>
<td>offer discount on BYO container (mug and tupperware)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>save</td>
<td></td>
<td></td>
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<tr>
<td><strong>Medium [3-4 years]</strong></td>
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</tr>
<tr>
<td>Business Manager</td>
<td>choose seafood species from &quot;Best Choices&quot; of Seafood Watch guide; no purchases from &quot;Avoid&quot; category</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Chef + Business Manager</td>
<td>increase % of local food (e.g. produced within McGill/Montreal)</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>xxx</td>
<td>xxx</td>
<td>xxx</td>
</tr>
<tr>
<td>Chef</td>
<td>more seasonal food</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>more</td>
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<td><strong>Long [5+ years]</strong></td>
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<tr>
<td>Business Manager</td>
<td>partner with other establishments on campus to offer a reusable container program</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>xx</td>
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<tr>
<td>Business Manager</td>
<td>Favour Marine Stewardship Council certified seafood</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>xxx</td>
<td>xxx</td>
<td>x</td>
</tr>
</tbody>
</table>
**Board of Directors, HR**

*Maintain support for PGSS staff, execs, commissioners, and councilors*

<table>
<thead>
<tr>
<th>Action</th>
<th>Student opportunities</th>
<th># PGSS members informed</th>
<th>Increase well-being</th>
<th>Reduce greenhouse gas emissions</th>
<th>Strengthen community connections</th>
<th>Other</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
<th>Other</th>
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</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
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<tr>
<td>formally adopt Sustainability Action Plan</td>
<td>xx</td>
<td>xx</td>
<td>xxx</td>
<td>xxx</td>
<td>xx</td>
<td>continuity</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>xxx</td>
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<tr>
<td>exit interviews</td>
<td>x</td>
<td>xxx</td>
<td>xx</td>
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<td>x</td>
<td>xx</td>
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<tr>
<td><strong>Medium [3-4 years]</strong></td>
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<tr>
<td>create system for staff to bring up HR issues</td>
<td></td>
<td></td>
<td></td>
<td>xx</td>
<td>xx</td>
<td></td>
<td>xx</td>
<td>xxx</td>
<td></td>
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<tr>
<td>survey employee satisfaction</td>
<td>x</td>
<td>xxx</td>
<td></td>
<td></td>
<td></td>
<td>xx</td>
<td>xx</td>
<td></td>
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<tr>
<td>best practices for NPOs for improving employee services</td>
<td>x</td>
<td>xxx</td>
<td>xx</td>
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<td>xx</td>
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<tr>
<td><strong>Long [5+ years]</strong></td>
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<tr>
<td>investment option for retirement plans that is socially responsible</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>xx</td>
<td>xxx</td>
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</tbody>
</table>


# Building

Maintain the **heritage aesthetics** and **functionality** of Thomson House, while economically reducing energy and water consumption and sourcing more sustainable building materials.

<table>
<thead>
<tr>
<th>Action</th>
<th>Improve functionality of TH</th>
<th># PGSS members informed</th>
<th>Power savings (Kw)</th>
<th>Reduce GHGs</th>
<th>$ saved</th>
<th>$ required</th>
<th>Staff hours</th>
<th>Feasibility</th>
<th>Commitment</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short term [1-2 years]</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>air tightness upgrade</td>
<td>xx</td>
<td>x</td>
<td>938</td>
<td>xxx</td>
<td>$1573/yr</td>
<td>$6,000</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>replace light bulbs</td>
<td>xx</td>
<td>x</td>
<td>17,321</td>
<td>x</td>
<td>$1164/yr</td>
<td>$17,000</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>regular auditing/monitoring of energy/water</td>
<td>xx</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>xx</td>
<td>x</td>
<td>xxx</td>
<td></td>
</tr>
<tr>
<td><strong>Medium [3-4 years]</strong></td>
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<tr>
<td>indoor air quality management policy, plan</td>
<td>x</td>
<td>xx</td>
<td>xx</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>reduction of hot water consumption in restrooms</td>
<td>x</td>
<td></td>
<td>1231</td>
<td>x</td>
<td>$54/yr</td>
<td>$1,000</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>replace energy-intensive equipment (e.g. kitchen appliances) as needed</td>
<td>xxx</td>
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<td>xx</td>
<td>xx</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>replacement of water-intensive equipment as needed</td>
<td>xxx</td>
<td></td>
<td></td>
<td>x</td>
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<tr>
<td><strong>Long [5+ years]</strong></td>
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<tr>
<td>building up to LEED O&amp;M standards</td>
<td>xxx</td>
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</tbody>
</table>


Health Commissioner
Council Report June 2013
Emily Yung

June 1st through June 7th 2013

1. Meetings Attended
   a. June 3 – Meeting with previous Health Commissioner and Member Services Officer for facilitating transition
   b. June 5 – Meeting with Mental Health Conference Committee
   c. June 6 – Meeting with McGill Peer Support Network Committee

2. Upcoming Meetings
   a. June 19 – Commissioner Orientation

3. Workplan
   a. Meet with Health and Wellness Committee to plan for upcoming Fall semester

Thank you Council for electing me as Health Commissioner. It was a great opportunity this past year serving on the Health and Wellness Committee (HAWC). I hope to continue working together with HAWC, fellow Commissioners, and Executives to evaluate and address the health needs of PGSS for the coming year.

Sincerely,

Emily Yung
Health Commissioner
Post-Graduate Students’ Society, McGill University
health.pgss@mail.mcgill.ca
AGENDA
1. Approval of the Agenda
2. Speaker’s Report
3. Announcements
   3.1. Budget Presentation (Finance Officer)
4. Approval of the Minutes
5. Business Arising from the Minutes and Standing Orders
   5.1. Motion R12-05-#089 · PGSS Response to Proposed Library Closures
   5.2. Motion R12-05-#092 · Recognition of Friends of the Society
6. Executive Reports
   6.1. Academic Affairs Officer
   6.2. Internal Affairs Officer
   6.3. Secretary-General
7. Commissioner Reports
8. Other Reports
   8.1. Governance Committee
   8.2. Language Policy Committee
   8.3. Board of Directors
9. Question Period
10. New Business
    10.1. Motion R13-06-#001 · Motion Regarding Ensuring Diverse Representation on the AGM Agenda
    10.2. Motion R13-06-#001 · Motion to specify amendment procedure for the Policy Manual
5. Business Arising from the Minutes and Standing Orders

5.1. Motion R12-05-#089 - PGSS Response to Proposed Library Closures

(Education Graduate Student Society (EGSS))

WHEREAS McGill University Library website states that the “McGill Library has become a 24-hour hub for student life, study, and group learning. More than 100,000 people use McGill’s 13 libraries and special collections daily to conduct research, study, or collaborate on group projects” [1].

WHEREAS libraries are essential in educational institutions both to provide materials and resources to foster learning and the advancement of knowledge, and to provide a physical study space for students;

WHEREAS PGSS Secretary-General Jonathan Mooney was quoted in the Montreal Gazette (April 16th, 2013) stating that, “For graduate students, the library is an essential service” [2]

WHEREAS on May 23rd, 2012, the PGSS Council passed a motion to donate approximately half a million dollars from the Library Improvement Fund (paid for by graduate students) to the university libraries [3];

WHEREAS the Student Society of McGill University (SSMU) collected $651,848 for the Library Improvement Fund in the Summer 2012 with approximately $77K donated to Education Library’s Improvement Project [4];

WHEREAS in a report dated April 12th, 2013, the CBC reported that McGill University is considering shutting down libraries at two of its faculties – Education and Life Sciences– in the face of a $1.8 million budget cut to the university library system [5];

WHEREAS the Education Graduate Student Society (EGSS) passed a motion on April 15th 2013 to immediately initiate and coordinate a campaign to prevent the closure of the Education Library [6];

WHEREAS on April 16, 2013 the Education Faculty Council passed 2 motions deploring the possibility of the closure or merger of the Education Library and committed to supporting all reasonable efforts to avoid this outcome and called for a townhall to take place.

WHEREAS the Education Undergraduate Society (EDUS) released a statement on April 17th, 2013 deploring the proposed closure/merger of the Education Library and Curriculum Resources Centre. [7]

WHEREAS the elimination of library services would negatively impact the ease of access to materials and resources by both undergraduate and graduate students;

WHEREAS the University should consult the student body in decisions that affect students directly;
WHEREAS the PGSS is mandated to work towards improving the quality and accessibility of post-graduate education at McGill[8];

BE IT RESOLVED THAT (BIRT) the PGSS Council enter into a committee of the whole for 10 minutes to discuss potential library closures;

BE IT FURTHER RESOLVED THAT (BIRFT) the PGSS members serving on various deliberative bodies within the University community advocate for increased consultation with students and communications regarding any proposed changes to library services;

BIRFT the PGSS seek active participation in discussions regarding changes to any forthcoming changes to university services in lieu of the cuts to the University’s budget;

BIRFT that PGSS support efforts to retain library services for students and to keep library spaces open and available for student use.

NOTES:

[1] McGill University Library website:  

[2] PGSS Secretary-General quoted in Montreal Gazette  


[5] Link to the report by CBC  

[6] EGSS Motion  

[7] EGSS Statement  

[8] PGSS Mission Statement  
https://pgss.mcgill.ca/en/about
5.2. Motion R12-05-#092 · Recognition of Friends of the Society  
(Executive Committee)

BIRT Council approve the recognition of Friends of the Society as outline in Appendix A.

10. New Business

10.1. Motion R13-06-#001 · Motion Regarding Ensuring Diverse Representation on the AGM Agenda  
(W. Farrell)

WHEREAS there currently exists no standards within the PGSS governing documents specifying a procedure for adding motions to the agenda of the Annual General Meeting (AGM).

WHEREAS this task is currently done on an ad hoc basis at the discretion of the Board of Directors (BoD), in accordance with the *Quebec Companies Act* Section 91.2 (e)\(^1\).

WHEREAS it is essential for the democratic foundation of the PGSS that motions brought to the agenda of the AGM reflect the will of PGSS’ diverse membership.

BIRT Council hereby recommend to the BoD that the following text be added to the Corporate Operations Manual:

*For a regular member to place a motion on the agenda of the general meeting, the motion must be submitted to the Board of Directors by the submission deadline and carrying the names, signatures, faculties, and student numbers of forty (40) PGSS members, of whom no more than 25% required may be from any single faculty.*

10.2. Motion R13-06-#001 · Motion to specify amendment procedure for the Policy Manual  
(G. Lord/Secretary-General)

WHEREAS Bylaw 5.4.1 specify that "[e]ach governing document must specify its own amendment procedures";

WHEREAS the Policy Manual only specifies that "[p]olicy may be created or amended by council as per Bylaw 2.8";

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\(^1\) (2) [The directors] may make by-laws not contrary to law, nor to the constituting act of the company, for the following purposes:

(e) the time and the place for the holding of the annual meetings of the company, the calling of meetings, regular and special, of the board of directors and of the company, the quorum, the requirements as to proxies not otherwise prescribed by this Part, and the procedure in all things at such meetings.

WHEREAS Bylaw 2.8 does not exist;

WHEREAS clarity is urgently needed as to procedures for adopting new policies.

BIRT Council amend the preamble of the Society Policy Manual to adopt the following procedure for amending the Manual:

Amendments to this Manual may only be entertained during the period from October 1\textsuperscript{st} through March 31\textsuperscript{st} of the following year, unless Council votes by special resolution to entertain an amendment outside of this period.

2. Any amendments to this Manual must be proposed through Council:
   2.1. First Reading: Council
       2.1.1. Notice of a proposed enactment, amendment, or repeal of any part of this Manual shall be given to the Secretary-General at least two (2) weeks before the meeting of Council at which the motion is to be introduced.
       2.1.2. Notice of the wording of the proposed motion must be given to Council members at least five (5) days before the Council meeting at which the motion is to be introduced and debated.
       2.1.3. The motion shall be read a first time at Council. The motion shall be debated and amended if so desired, and approved in principle by a simple majority vote.
   2.2. The Governance Committee
       2.2.1. The motion, as approved in principle by Council, shall be conveyed in writing to the Governance Committee within one (1) week.
       2.2.2. The Governance Committee shall consider the motion.
       2.2.3. Within ten (10) working days of having received notice, the Governance Committee shall notify the Secretary-General in writing of any recommended changes to the proposed Manual. If no such changes are recommended, the Secretary-General shall be notified of that fact.
       2.2.4. If the Governance Committee submits no changes within ten (10) working days, then the proposed amendment shall go forward to be read a second time at Council.
   2.3. Second Reading: Council
       2.3.1. The Secretary-General shall ensure that the proposed amendment and the recommendations of the Governance Committee are included for second reading at a Council meeting, and that this agenda be given to all Council members at least forty-eight (48) hours before the meeting.
       2.3.2. Council shall debate and consider the proposed motion, and any recommendations made by the Governance Committee.
       2.3.3. The Speaker shall not permit Council to consider any further amendments from the floor, other than those recommended by the Governance Committee.
       2.3.4. The proposed motion shall be approved by a special resolution of council and the changes shall take effect immediately upon such approval.

3. The Secretary-General shall oversee updates to the Manual as required.