

Society of Graduate Students January 22, 2004 Council Meeting

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SOCIETY OF GRADUATE STUDENTS COUNCIL MEETING

AGENDA

January 22, 2004

6:00 p.m.

Social Science Centre Room 2028

1. Ratification of Agenda
2. Announcements
3. Faculty of Graduate Studies Representative
4. Reception and Ratification of Previous Minutes
5. Orders of the Day
 - a) Motions arising from the President:
 - b) Motions arising from Other Committees:
 - c) Other Motions:
6. SOGS 2004/05 Budget
7. Discussion of Program Recommendations
8. Executive/Committee/Councillor Reports
 - a) President/BoG, Senate, USC, Bylaws and Constitution, Policy, Health Plan
 - b) VP Academic/Academic Committee, Graduate Student Teaching Awards, WJGR
 - c) VP External/Graduate Student Issues Committee, Equity Issues and Social Justice
 - d) VP Finance/Finance, Grad Club Committees
 - e) VP Student Services/Int'l Students' Issues, Orientation Committees
 - f) Councillor Reports
 - g) Speaker's Notes
9. Elections
10. New Business/Open Forum

Orders of the Day

a) **Motions Arising from the President**

1. BIRT SOGS disband the Ad Hoc Equity Issues and Social Justice Committee
2. BIRT Council suggest to the Bylaws and Constitution Committee that a permanent Equity Issues and Social Justice Committee be created

b) **Motions Arising from Other Committees**

Motions Arising from the Bylaws & Constitution Committee

1. BIRT Council ratify the following set of amendments to Sections 10 and 11 of the Society's By-Laws.

10. Referenda and the Presidential Election

Section 10.1 will be amended to read:

The Chief Returning Officer (CRO) shall be responsible for all aspects of an election or referendum, including but not limited to: call for nominations; announcement of candidates; establishment of an on-line balloting system and the proper functioning of that system; announcement of the dates of balloting; ruling on the validity of any election or referendum; and announcement of official results to candidates, referenda groups, Council, and the media.

Section 10.2.1 will be amended to read:

Need for a referendum, as well as the wording of the referendum statement, shall be determined and approved by either a General Meeting of the Society or Council.

Section 10.2.2 will be removed.

Section 10.2.3 will be amended to read:

A campaign spending limit shall be established by Council for each referendum group.

Section 10.2.4 will be removed.

Section 10.2.5.2 will be amended to read:

if invalid, the referendum will be re-run at a date determined by Council.

Section 10.3.3 will be amended to read:

Nominations for the position of President shall be open from the first Monday of February for 10 consecutive business days, closing on the tenth day at 5:00 pm....

Section 10.3.4 will be amended to read:

Appeals regarding a decision on the validity of a nomination shall be made in writing to the Chief Returning Officer no later than one business day after the close of nominations...

Section 10.3.5 will be amended to read:

The call for nominations shall be advertised by the CRO one week prior to the opening of nominations.

Section 10.3.6 will be amended to read:

If only one nomination is received the candidate shall be acclaimed, pending ratification by Council.

Section 10.3.7 will be amended to read:

... nominations shall be reopened the first Monday in March and close after 10 consecutive business days, at 5:00 pm.

Section 10.3.9 will be removed.

Section 10.3.11 will be created and will read:

In the event that the elected President be a departmental or part-time representative, or SOGS CFS Liaison, Speaker, or another member of the Executive, that person shall not hold the position of departmental or part-time representative, or SOGS CFS Liaison, Speaker or other Executive member while being President.

Section 10.4.2 will be amended to read:

Campaigning is defined as any action by a candidate or campaign manager, or any action undertaken at the behest of the candidate or campaign manager, that is intended to influence any voter to cast his or her ballot on behalf of the candidate in question.

Section 10.4.3 will be created and will read:

Prior to the beginning of the campaign period, all parties and their campaign managers shall attend a meeting wherein they will be briefed on the terms of the election by the Chief Returning Officer and Deputy Chief Returning Officer. At that meeting an agreement will be signed by all parties wherein they acknowledge being bound to conduct their campaign in accordance with the Society's Constitution and By-Laws, and define any terms of the election not covered by these By-Laws.

Section 10.4.3 will become section 10.4.4.

Section 10.4.4 will be removed.

Section 10.4.5 will be amended to read:

Society space, resources or materials may not be used in the preparation or dissemination of campaign material...

Section 10.4.7 will be created and will read:

No candidate may address either Council or any other Society organized meeting of members without the same opportunity being provided to all candidates.

Section 10.5 will be amended to read:

Advertisements of a Presidential Election or Referendum by the Society

Section 10.5.1.3 will be amended to read:

on the Society's Web page

Section 10.5.2 will be amended to read:

Advertisements shall consist of date(s) and place(s) of voting, the candidates' names or referendum statement(s) and the name of the Society.

Section 10.6.1 will be amended to read:

A secret ballot shall be held following the close of the campaign period, for the Presidential election...

Section 10.6.2 will be amended to read:

Polling shall be conducted on-line each day of the election. A computer terminal to access the on-line polling station shall be located in the Society's office throughout the voting period and will be accessible during regular business hours.

Section 10.6.3 will be removed.

Section 10.6.4 will be amended to read:

There shall be a total of 4 polling days, including a one day (24 hour) advance poll that shall take place one week prior to the scheduled regular polling. The regular polling period shall consist of three consecutive business days at the end of the campaign period, to be determined by the CRO, in consultation with the candidates and Council. The regular polling period shall take place no later than the third full week of March.

Section 10.6.6 will be removed.

Section 10.6.7 will be amended to read:

No access shall be granted to the results of on-line polling during the election, by any member or employee of the Society, with the exception of the CRO. The CRO must verify daily that the on-line polling station remains operational.

All of Section 10.7 will be removed, and all of Section 10.8 will become 10.7

Section 10.8.2 will be amended to read:

A plurality of ballots cast will determine the result of any referendum or election.

Section 10.8.3 will be amended to read:

Each candidate/referendum group shall be allowed one scrutineer to be present when the final results of the election/referendum, as recorded by the on-line polling station, are revealed.

All of Section 10.9 will become Section 10.8

Section 10.8.2 will be created and will read:

All members of the Society have the right to submit a charge of campaign impropriety.

Section 10.9.2 will become Section 10.8.3 and will be amended to read:

The Chief Returning Officer shall decide on any charge of campaign impropriety, no more than four business days following the complaint.

Section 10.8.4 will be created and will read:

All charges of campaign impropriety shall be submitted in writing to the Deputy Chief Returning Officer, (Deputy CRO) at the Society office. Within one business day of the charge having been submitted the Deputy CRO will begin an impartial investigation. Barring exceptional circumstances, the Deputy CRO shall submit the result of their investigation to the CRO no more than one business day after the start of the investigation.

Section 10.8.5 will be created and will read:

To find that an act of campaign impropriety has occurred, the CRO must be satisfied that the result of the Deputy CRO's investigation shows, on the balance of probabilities, the indicted party did commit the offence with which they have been charged.

Section 10.8.6 will be created and will read:

'Campaign Impropriety' is defined as any action undertaken by a candidate or their representative during the campaign and polling periods that can be shown to be violations of any part of the Society's Constitution, By-Laws, or the agreement between the parties reached at the all candidates meeting.

Section 10.8.7 will be created and will read:

Except in those instances outlined in Section 10.8.8 below, where the CRO has determined that an act of campaign impropriety has occurred, the CRO has the discretion to take the following actions:

Section 10.9.2.1 will become Section 10.8.7.1

Section 10.9.2.2 will become Section 10.8.7.2

Section 10.9.2.3 will be removed.

Section 10.9.2.4 will be removed.

Section 10.9.3 will become Section 10.8.8

Section 10.9.3.1 will become Section 10.8.8.1 and will be amended to read:

failure of the candidate and their campaign manager to attend the all candidates' meeting with the Chief Returning Officer and Deputy Chief Returning Officer

Section 10.9.3.2 will become Section 10.8.8.2

Section 10.9.3.3 will become Section 10.8.8.3

Section 10.9.4 will become Section 10.8.9

Section 10.9.5 will become Section 10.8.10

Section 10.9.6 will become Section 10.8.11 and will be amended to read:

The results of the Society's elections/referenda, as accumulated by the on-line polling station shall not be deleted until the deadline for election appeals has passed.

All of Section 10.10 will become Section 10.9

Section 10.10.2 will be amended to read:

The Deputy CRO shall investigate the appeal and present the results of that investigation to the CRO within two business days. The CRO will take appropriate action in response to the investigation results within two business days.

All of Section 10.11 will become Section 10.10

All of Section 10.12 will become Section 10.11

Section 11 will be amended to read:

Nominations for the positions of elected officers, with the exception of the President and the Speaker/CRO, shall be received by the Speaker.

Section 11.1.1 will be amended to read:

Elections of Vice-President External, Vice-President Academic, Vice-President Student Services, Vice-President Finance, and CFS Liaison shall be held at the Council meeting specified in the Elections Table. The date of the election, eligibility requirements, and duties of the Executive position shall be advertised in the month before the election in appropriate campus media...

Section 11.1.2 will be amended to read:

Elections for members of the Executive and the CFS Liaison shall be conducted by secret ballot. The votes shall be tallied by the Speaker...

Section 11.1.3 will be removed

Section 11.1.4 will become section 11.1.3 and will be amended to read:

In the event that any position of Vice President or CFS Liaison become vacant other than through the normal retirement of the Vice President or CFS Liaison, then the appropriate Vice President-elect or CFS Liaison-elect, shall assume the duties of the Vice President or CFS Liaison. If there be no Vice President-elect or CFS Liaison-elect, or if the Vice President-elect or CFS Liaison-elect be unable to assume the duties, then the Executive shall select a member of the Society to assume the duties of that Vice President or the CFS Liaison. In any of the above cases, the individual assuming the duties of the Vice President or CFS Liaison does so with full remuneration....

Section 11.1.4 will be created and will read:

In the event that the elected Vice-President or SOGS CFS Liaison be a departmental or part-time representative, or Speaker, that person shall not hold the position of departmental or part-time representative, or Speaker while being Vice-President or SOGS CFS Liaison.

Section 11.3.3 will be amended to read:

In the event that the elected Speaker be a departmental or part-time representative, or the SOGS CFS Liaison or member of the Executive, that person shall not hold the position of departmental or part-time representative, or SOGS CFS Liaison or member of the Executive while Speaker.

2. BIFRT Section 3.4.3.5.5 be amended to read:

Shall assist the Speaker in the performance of the Speaker's duties, including but not limited to the running of Presidential elections and referenda, where the BCC Chair will assume the role of Deputy Chief Returning Officer.

3. BIRT the proposed Constitutional Amendments ratified at the November 2003 SOGS Council meeting for presentation at the 2004 SOGS Annual General Meeting be revised in the following way:

Proposed Article VI, Section 5c be removed.

Proposed Article VI, Section 5b be amended to read:

No individual shall serve as a Vice-President and/or Speaker and/or SOGS Canadian Federation of Students Liaison for more than a lifetime cumulative maximum of 28 months.

4. BIRT Section 2.3 be added to the Society's By-laws and read:

SOGS Canadian Federation of Students Liaison.

BIFRT Section 1.3.3 become Section 2.3.1

Section 1.3.5 become Section 2.3.2

Section 1.5.4 become Section 2.3.3

BIFRT Section 2.3.4 be created and read:

The SOGS CFS Liaison will receive a \$300 per academic term honorarium

Motions Arising from the Finance Committee

1. BIRT the Society offers its scholarship according to the recommendations of the Finance Committee detailed below:

SOGS UWO 125th Anniversary Scholarship

This scholarship will be administered by the Academic Committee of the Society of Graduate Students. The Academic Committee will award the scholarships as it sees fit, using grade point average and contributions to the academic community as criteria in their evaluation. Contribution to the academic community is to be defined as publications, academic conference participation and similar achievements. The above criteria being equal between two or more applicants, the Academic Committee may take into account the applicants' contributions to the university community and the greater community.

The Academic Committee shall award four scholarships of \$1250.00 each. Two scholarships will be awarded to Master's students and two scholarships will be awarded to PhD. students.

In order to apply for the scholarship, the applicant must be a member of the society. Additionally, the applicant must be able to demonstrate that he or she receives less in funding from the university and other academic sources (scholarships and bursaries already expected) than he or she pays in tuition fees. The applicant will be required to release their financial information from the university to be made available to the Academic Committee.

The deadline for application to the Scholarship program will be that of the Society's Bursary application deadline.

BIFRT the deadline for application for the scholarship be set to March 31st for this academic year.

2. BIRT the Society offers its emergency bursaries according to the recommendations of the Finance Committee detailed below:

SOGS Emergency Bursary

This program will be administered by the President and the Vice-President Finance. Applications will be evaluated based on demonstrated need. The bursaries awarded will be reported to the Executive of the Society, but specific information on the bursaries will be kept in confidence.

In order to apply for the bursary, the applicant must be a member of the Society. Additionally, the applicant must be able to demonstrate that he or she has an immediate need for funding. The applicant must provide documentation to this end. Applicants must have exhausted other funding options. (Attempts to secure employment will not be considered a funding option to meet emergency needs.)

This program will be ongoing throughout the year.

3. BIRT the Society offers its Childcare Subsidies for SOGS Councillors as follows:

The Society will reimburse councillors for childcare costs up to a maximum of five dollars per hour for the Council meeting, allowing for an additional hour in order to cover travel time. Councillors must submit receipts for their costs to the Speaker within two weeks of the meeting. A cheque will be issued to the appropriate councillors by the next meeting.

Western Journal of Graduate Research Editorial Board

BIRT that the 2004 (volume 12) and future volumes of the Western Journal of Graduate Research be published in an online (web-based) format only.

c) **Other Motions**

November 2003 Council Attendance

Represents (Dept)	Name	Time In	Time Out	Notes
Anatomy & Cell Biology	Christie Tyler	6:08	7:15	
Anatomy & Cell Biology	Jason Valerio	6:08	7:15	
Anthropology	Allyson Brady	6:08	8:30	
Anthropology	Lindsay Foreman	6:08	8:30	
Applied Mathematics	Joe Bonasia			
Applied Mathematics	Jane Heffernan	6:08	8:30	
Biochemistry	Angela Coveny	6:08	7:24	
Biochemistry	Brian Dempsey	6:08	7:40	Alternate P. Telmer attended
Biochemistry	Peter Gianakopoulos			
Biology	Lamis Hammoud	6:08	8:30	
Biology	Rick Matiasz	6:08	7:08	
Biology	Ze Zhu Wang	6:08	7:45	
Biology	Mey Abdau-Moussa	6:08	8:30	
Biology	Julia Michitsch	6:08	8:30	
Biomedical Engineering	Hanna Phan			
Biomedical Engineering	Mike Sattarivand			
Board of Governors	Errol Stewart			
Chemistry	Jay Cheong			
Chemistry	Dylan England			
Chemistry	Maureen Merrifield			
Chemistry	Elizabeth Turner			
Classics	Dan Bowsorth			
Communicative Disorders	Melanie Beaudin			
Communicative Disorders	Neda Chelehmalzadeh			
Communicative Disorders	Jennifer Clarke			
Communicative Disorders	Jillian Drake			
Communicative Disorders	Communicative 1 Vacant			
Computer Science	Yan Han			
Computer Science	Guan Huang			
Computer Science	Jim Morey			
Computer Science	Nahil Obeid			
Computer Science	Vacant Computer Science Vacant			
Computer Science	Computer Sci 2 Vacant			
Earth Sciences	Jennifer Heidenheim	6:08	8:30	
Earth Sciences	Rebecca Vanderspiegel	6:08	8:30	
Economics	Maxim Poletaev			
Economics	Ning (Cathy) Qiao			
Economics	Otto Reich			
Educational Studies	Rose Marie Anthony			

Represents (Dept)	Name	Time In	Time Out	Notes
Educational Studies	Christopher Greig			
Educational Studies	Lisa Reis			
Educational Studies	Education 1 Vacant			
Engineering Science	Parvez Akhtar			
Engineering Science	Marcos Algara	6:08	8:30	
Engineering Science	Vineet Bhakhri	6:08	8:15	
Engineering Science	Mishra Diwakar			
Engineering Science	Peter House			
Engineering Science	Babak Jajuee			
Engineering Science	Muhammad Khan			
Engineering Science	Rina Annie Kurian	6:08	8:30	
Engineering Science	Haneef Mian			
Engineering Science	Prasanna Kumar Mohan	6:08	8:30	
Engineering Science	Jignesh Patel			
Engineering Science	Rashid Rehan	6:08	8:30	
Engineering Science	Ahmed Yusri Shehata			
Engineering Science	Ramarao Siddha			
Engineering Science	Engineering 1 Vacant			
Engineering Science	Engineering 2 Vacant			
Engineering Science	Engineering 3 Vacant			
English	Melina Baum-Singer	6:08	8:30	
English	Andy Cockbain			
English	Kelly McGuire			
English	Caroline Rueckert	6:08	8:15	
Epidemiology/Epidemiology & Biostatistics	Jessica Sontrop	6:08	7:45	
Epidemiology/Epidemiology & Biostatistics	Jennifer Wagg			
Executive	Ben Hedley	6:08	8:30	
Executive	Anne Escrader	6:08	8:30	
Executive	Dylan Gault	6:08	8:30	
Executive	Graydon Raymer	6:08	8:30	
Family Medicine	Ahmed Farah			
French	Catherine Kilbride	6:08	8:30	
French	Mirela Parau	6:08	8:30	
Geography	Sarah Bod			
Geography	Toby Gardner	6:08	8:30	
History	Mark Eaton	6:08	8:30	
History	Wesley Gustavson	6:08	8:30	
History	Jeremy Mohr	6:08	8:30	
Journalism	Julia Lipman			
Journalism	Karolina Rous	6:08	8:30	
Kinesiology	Ken Kirkwood	6:08	7:25	
Kinesiology	Marissa Mendelsohn	6:08	7:13	

Represents (Dept)	Name	Time In	Time Out	Notes
Kinesiology	Sharon Sabourin	6:08	7:50	
Kinesiology	Sarah Teetzel	6:08	8:30	
Kinesiology	Charlene Weaving	6:08	8:30	
Library & Information Science	Gary Bauman	6:08	8:30	
Library & Information Science	Rebecca Faber	6:08	7:40	
Library & Information Science	Natalie LeBlond	6:08	8:30	
Library & Information Science	Jen Pecoskie	6:08	7:40	
Library & Information Science	Dominik Szymanski	6:08	8:30	
Library & Information Science	Meg Uttangi	6:08	7:40	
Library & Information Science	Jennifer Cyr	6:08	8:30	
Mathematics	Mathematics Vacant			
Media Studies	Alena Papayanis			
Medical Biophysics	Andrew Coristine	6:08	8:30	
Medical Biophysics	Andrea McNiven	6:08	8:30	
Medical Biophysics	Jodi Miller	6:08	8:30	
Medical Biophysics	Michael Patterson	6:08	8:30	
Microbiology & Immunology	Rob Flannagan	6:08	7:10	
Microbiology & Immunology	Jason Lehrer	6:08	7:46	
Microbiology & Immunology	Tom Sebulsky			
Modern Languages and Literature	Lauren Beck			
Modern Languages and Literature	Modern 1 Vacant			
Modern Languages and Literature	Michelle Witen	6:08	8:30	
Music/Musicology/Systematic Musicology	Anita Hardeman	6:08	8:30	
Music/Musicology/Systematic Musicology	Aileen Laurin	6:08	8:30	
Music/Musicology/Systematic Musicology	Amy Shepherd	6:08	8:30	
Neuroscience	Samantha Doralp	6:08	8:30	
Neuroscience	Mark Oatway	6:08	8:30	
Nursing	Yolanda Babenko-Mould			
Occupational Therapy	Neelam Gautam	6:08	7:30	
Occupational Therapy	Christie Hamel	6:08	8:30	
Occupational Therapy	Meghan Sears	6:08	7:30	
Occupational Therapy	Leslie Tischler	6:08	8:30	
Occupational Therapy	Sandra Veal	6:08	8:30	
Orthodontics	Orthodontics Vacant			
Part-Time Students	Vacant Part-time Vacant			
Part-Time Students	Part-time Vacant 1 Vacant			
Part-Time Students	Part-time Vacant 2 Vacant			
Part-Time Students	Part-time Vacant 3 Vacant			
Part-Time Students	Vacant Part-time 4 Vacant			
Part-Time Students	Vacant Part-time 5 Vacant			
Pathology	Pathology Vacant			

Represents (Dept)	Name	Time In	Time Out	Notes
Philosophy	Amanda Porter	6:08	8:30	
Philosophy	Mary Rendell			
Philosophy	Angela White	6:08	8:30	
Physical Therapy	Physical Therapy Vacant 1 Vacant			
Physical Therapy	Physical Therapy Vacant 2 Vacant			
Physical Therapy	Physical Therapy Vacant 3 Vacant			
Physical Therapy	Physical Therapy Vacant 4 Vacant			
Physical Therapy	Physical Therapy Vacant 5 Vacant			
Physics/Astronomy	Jesse Greener			
Physics/Astronomy	Vacant Physics/Astronomy Vacant			
Physiology and Pharmacology	Ryan Gillespie	6:08	8:30	
Physiology and Pharmacology	Garth Oakes	6:08	8:30	
Physiology and Pharmacology	Brad Urquhart	6:08	8:30	
Physiology and Pharmacology	Kirk Young	6:08	8:30	
Political Science	Paul Heinen			
Political Science	Tom Urbaniak	6:15	7:50	
Political Science	Yolanda Camacho-Zapata	6:08	8:30	
President	Daryl White	6:08	8:30	
Psychology	Elizabeth Kelly	6:08	8:30	
Psychology	Alexandra McIntyre-Smith	6:08	8:30	
Psychology	Tammy McKenzie	6:08	8:10	
Psychology	Joanne Wong	6:08	8:30	
Public Administration	Tom North	6:08	8:15	
Rehabilitation Science	Julie Theurer			
Senate	Naomi Shupak	6:07	7:00	
Senate	Aaron Schneider			
Senate	Lori Williams	6:08	7:35	
Sociology	Shannon McInnes	6:08	7:40	
Sociology	Nicholas Spence	6:08	7:40	
Sociology	Jennie Thompson	6:08	7:40	
Speaker	Ryan Robb	6:08	8:30	
Statistics	Hyung-Tae Ha			
Statistics	Statistics 1 Vacant			
Theory & Criticism	Cynthia Leighton	6:08	8:15	
Theory & Criticism	Theory & Criticism 1 Vacant			
GTA Union	Shell Sweeney			
Visual Arts	Carol-Ann Ryan	6:08	8:30	
Visual Arts	Michael Windover	6:08	8:30	

**SOGS COUNCIL MEETING
MINUTES OF NOVEMBER 27, 2003**

Started at 6:08 p.m.

Chair: Ryan Robb

Recording Secretary: Laura Hudson

1. **Ratification of Agenda**

- After Item #2, Announcements, we will hear a presentation from Chris Stroud of the Social Justice and Peace Studies at Kings College.
- After the Vice President External's Report, there will be a presentation from the delegates who attended the recent CFS General Meeting.
- Agenda Ratified.

2. **Announcements**

- Welcome to all Councillors to the SOGS October Council Meeting. I would like to extend a special welcome to new Councillors. There is a Councillor Orientation Binder available at the front to assist you in your duties.
- Quorum is 30.
- We will be providing light refreshments at tonight's Council meeting. This was approved in the 2003/04 budget.
- Just a reminder, that if you leave the Council meeting prior to the meeting being adjourned, you must indicate this on the sign in/out Council Attendance Sheet. If you leave once the meeting has been adjourned there is no need to sign out.
- All SOGS subsidies, such as Child Care Subsidy and Travel Subsidy for the fall term are due into the SOGS office by December 19th, which is the last business day the SOGS office is open for the year. The SOGS office will reopen on January 5, 2004.
- There is no Council meeting in December. The dates for the winter term will be forwarded in the near future.
- Elections for the SOGS Speaker will be held at the January Council meeting. Anyone wishing to be the SOGS Speaker should submit their name to the SOGS Executive.

3. **Presentation by Chris Stroud, Social Justice and Peace Studies student at Kings College**

- Stroud is a Social Justice and Peace Studies major.
- Plan Puebla-Panama is consistent with the Free Trade Area of the Americas. There is not a lot of information about Plan Puebla-Panama, but there has been a lot of interest in this from large corporations.
- Stroud and a colleague, A. Browning will be going to northern Guatemala to take a snapshot view of what the FTAA will look like to Guatemala. They would like to do more research into this issue since there is no information available on this.
- They will be leaving December 12th and returning in early January.
- They submitted a letter to A. Escrader requesting money to help support this journey.
- (Q) D. White: How will you be conducting your research and what are your qualifications as an observer? (A) Stroud: A student in Social Justice and has had some involvement in issues in Central and South America. Has been part of little communities in Nicaragua. Will be in contact with organisations in rural Guatemala where the resistance is. Information on Plan Puebla-Panama is not available on the internet.

- (Q) Rehan: Have you participated in any political events pertaining to the FTAA? (A) Stroud: Yes. I just attended a protest in Georgia at the School of Americas.
- (Q) Raymer: Do you have an advisor with whom you are working, and how are you planning on following up on your trip? (A) Stroud: Will be doing an essay on what happened on the trip and planning on sharing the information learned on this trip with as many people as possible. Will submit something to SOGS. We have also received support from the Co-ordinator of the Social Justice program.
- (Q) Szymanski: What kind of research have you done on this, and do you have an Agenda? (A) Stroud: Have looked everywhere for information on this. It is a recent issue and there is not a lot of stuff out there on it. The inspiration for doing this came from a talk someone gave at Kings College. As for an Agenda, we are planning on doing some research there and will attempt to find out more information on this issue. We will be there as neutral observers.
- (Q) Syzmanski: You are planning on giving SOGS a report when you come back, but you want your money now. What assurances do we have that you will give us a report? (A) Stroud: Will submit something to A. Escrader.
- (Q) Pecoskie: Do you have ethics approval from the University to do this? (A) Stroud: No, this is not part of my course work.
- (Q) Shupak: How much money do you want from SOGS? (A) Stroud: We are asking for \$150.00.
- (Q) Hardeman: How much money have you raised so far? (A) Stroud: Most of the money we need has come out of our own pocket. We have asked the London Diocese, Kings College Student Council, and the USC for money.

4. **Faculty of Graduate Studies Representative**

- No one attended.

5. **Reception and Ratification of Previous Minutes**

October 30, 2003 Council Minutes

- Ratified.

6. **Executive/Committee/Councillor Reports**

a) **President, Daryl White**

- D. White encouraged Councillors to pick up a copy of the University Affairs newspaper available at the front of the room. They have done a cover story on changes to PhD programs.
- We will be discussing the SOGS Program Recommendations later this evening. Any changes will be coming to Council at a later date in the form of a motion. Right now we are looking for direction.
- D. White met recently with Deb Matthews, our MPP. They discussed the OSAP regulations. If anyone has any concerns about this issue please let D. White know as he will be sending a letter to Deb Matthews regarding SOGS' feelings about the OSAP regulations.
- We are working on an international student letter to accompany the admission letters. This letter will give students an idea as to where to live in London, when they will be paid, etc. If anyone would like to have some input into this letter email D. White.
- D. White currently sits of the Student Code of Conduct Committee. If anyone has any issues about this they should submit a written application to either the committee or D. White.
- (Q) Brady: Regarding the letter for international students, can this information also be made available for the Grad Chairs and Secretaries? This information should also be made available to non-international students. (A) D. White: SOGS can provide this information.

- (Q) Sabourin: What is the 10-hour rule? (A) D. White: There was a Ministry regulation that stated that full-time students cannot be employed more than ten hours a week. The Government ended this regulation but the University still has to enforce it. We want to get the Ministry to release the University from its commitment to this rule.
 - (Q) Pecoskie: Regarding the SOGS bus pass, students are forced to pay for this bus pass, yet they are getting poor bus service from London Transit. The buses are packed and this is becoming a safety issue. The main routes in question are Dundas, Wellington, and Richmond Streets. Can we protest this or perhaps offer an opt-out? (A) D. White: Our agreement with London Transit does not allow for an opt-out. We will contact the USC regarding your concern about the crowded bus routes, and together we can bring this to London Transit's attention.
- b) **Board of Governors, Errol Stewart**
- No report.
- c) **Senate, Naomi Shupak and Lori Williams**
- They currently sit on a committee that is looking into academic policies. If anyone has any issues they would like to have them bring up, please email SOGS. An example of an academic policy is that you cannot be enrolled as both an undergraduate and a graduate student.
 - (Q) Coristine: What is the rationale behind why you cannot be enrolled as both an undergraduate and a graduate student? (A) Williams: It is an Ontario rule.
- d) **Bylaws and Constitution Committee, R. Rehan**
- This will be Rehan's last meeting. The Bylaws and Constitution Committee needs members.
 - Rehan thanked all the Bylaws and Constitution Committee members. Together they have made quite a few significant changes to the SOGS Bylaws.
 - D. White thanked Rehan for all that he has done. He has been a very conscientious Councillor. Rehan was given a round of applause.
 - The Speaker stated that the Chair of the Bylaws and Constitution Committee is also the Deputy Speaker. With Rehan leaving we will need to fill this very important position as soon as possible.
- e) **Policy Committee**
- No report.
- f) **Health Plan Committee, D. White**
- The Health Plan Committee will be very active in the new year discussing what we want to do with the SOGS health plan.
- g) **Vice President Academic, Graydon Raymer**
- The Journal has gone to print.
 - We have a great committee this year for the Graduate Student Teaching Awards. Thank you to Rick Matiasz the Committee Chair. The new Scantron forms are in and the committee is very happy with them.
 - Posters have gone up advertising this year's Western Research Forum. Thank you to the Committee Chair Rebecca Vanderspiegel for designing the poster. The Forum is open to all disciplines. We are planning on inviting Deans from all the disciplines to talk about the leading research in their area. We have sent to Councillors a poster and some rave cards advertising the Western Research Forum, please post the poster, and distribute the rave cards.

h) **Vice President External, Anne Escrader**

- We had a successful Diversity event. Approximately 300 people attended. We have done some good networking with various groups that participated in the event.
- The Graduate and Professional Students at Queens University have thanked us for our support.

i) **CFS General Meeting Presentation, D. Gault, C. Leighton, and D. Szymanski**

- A written report on this meeting will be included in the January Council package.
- Gault: February 4, 2004 is the planned CFS Day of Action. We are going to try and organise an event here at Western.
- There was a lot of talk at the meeting about TurnItIn-com which is a database that detects plagiarism. CFS feels that this database infringes on copyrights and is being used to replace faculty and TAs.
- Szymanski: When we are thinking about planning our Day of Action we should include the undergrads. Also the freeze on tuition that the Liberal government has granted is something that CFS lobbied for.
- Leighton: The CFS will be preparing a Fact Sheet on the Canadian Graduate Scholarships regarding the amount of the scholarships.
- Gault: A lot of students are not aware of the Canadian Graduate Scholarships.
- (Q) Rehan: Was the issue of the reduced OSAP funding period raised at the meeting? (A) Gault: Yes, but we will report later on this. The closing plenary went from 2:00 p.m. to 10:30 p.m. so there was a lot discussed.

j) **Vice President Finance, Dylan Gault**

- A couple of Council meetings ago someone raised the issue that at the Grad Club's Jazzfest there was not free parking. Normally for any events we host at the Grad Club we can arrange to pay a fee to have the parking arm raised. Not sure why we did not do it for the Jazzfest, but will ensure that this is done in the future.
- We have received tentative permission from the University to expand the Grad Club on both sides. This will give us a new storage area, kitchen, and some extra seating. We will be doing some long term planning for the Grad Club.
- In this month's Council package there is a report on having a Child Care Subsidy for Councillors that are parents who need to pay for babysitters to attend Council meetings. The Finance Committee has decided that we cannot do anything right now. There is an existing Child Care subsidy that is available to all graduate students who pay for child care, in the amount of \$150.00 for the term. The Finance Committee is thinking about putting a program in place for the next budget year.
- (Q) Sabourin: If the Finance Committee does decide to do this next year, they should raise the money from \$15.00 to \$20.00. (A) Gault: Will let the committee know.
- (Q) Rehan: Why don't we use some of the money that is budgeted for the Departmental Grants for this, since not all the money is used? (A) Gault: Yes, there is money that is not used up. The Bylaws state that the budget is set by a General Meeting and we would need to present any new programs at a General Meeting. Starting an interim program goes against our budget.
- (Q) Coristine: If we already have a child care subsidy for graduate students, why are we proposing another program? (A) Gault: This is an up front attempt to make the Council meetings available for graduate students with children.

k) **Vice President Student Services, Ben Hedley**

- Met recently with Dr. McFarlane of Health Services to discuss the option of Health Services allowing family members of students to use Health Services. He is not sure of the outcome but is definitely on board with doing this. They are hoping to get some money which will allow this to happen. Regardless, no changes will be occurring until September.
- We have had four people so far volunteer for the Stuck in London for the Holidays dinner.
- Currently working on the SOGS Dayplanner/Handbook. If anyone has any input speak to Hedley.

l) **Councillor Reports**

Lindsay Foreman, Anthropology

- Some students in her department have expressed a concern over the price increase at the Grad Club. They are starting to go to the Spoke for the ½ price pints.
- Gault stated that at the Grad Club we keep our margins low. We are watching the Spoke to see how this promotion goes. Our margins are below industry standards. We are keeping our costs low on food. The Grad Club has not raised prices in years. Does not see any plans in the future to lower prices.

Karolina Rous, Journalism

- Students in her program have expressed a concern about the workers who are in the Grad Club. Appreciate the increased revenue for the Grad Club but they create long line ups and students are being late for class. Thought the Grad Club was only for members.
- Gault stated that we wanted to include the building community for Grad Club users. They were here in the summer and we did not know that they would still be here. We operate similar to Food Services until 3:00 p.m., so we relax our club restrictions. Their patronage at the Grad Club benefits the members in revenue. Not to sure how much longer this will go on.

Sandra Veal, Occupational Therapy

- The Occupational Therapy students have submitted a letter to GSIC regarding their placements, and lack of bursaries for their program. They would like to get paid for their placements since they have to pay full tuition or have it set up as a co-op like Library and Information Science. Should this letter go to anyone else? (A) D. White: He would like a copy to take to his FGS meeting.
- A. White stated that a lot of programs on the east coast do not get any funding.
- (Q) What is Category I and II? (A) The Speaker stated that Category I programs lead to a PhD while the Category II programs are professional programs. These programs are not well funded.
- D. White stated that FGS has a bursary program for Category II students based on un-funded OSAP need.

m) **Speaker's Notes**

- At the October 2003 meeting of SOGS Council, I was asked to present a Speaker's note with respect to the validity of the criteria used by The Graduate Student Teaching Awards Committee to determine the results of the Graduate Student Teaching Awards. Specifically, I was asked to determine whether these criteria are valid given that Council has never reviewed these criteria, and never had a vote explicitly affirming their validity.
- The answer to this question comes from the Society's By-laws, specifically those sections that address the creation of committees generally, and those that define the mandate of The Graduate Student Teaching Awards Committee in particular. Section 3.1.2 of the By-laws states that the creation, dissolution or modification of any standing committee must be passed

by Council, as a 'normal amendment to the By-laws'. The significance of this section is that the legitimacy of any committee, and therefore the legitimacy of any committee's actions, is only a result of Council approval, i.e., of the mandate that committee has been granted by Council. In the case of the GSTA Committee, Section 3.4.2.4 of the By-laws specifies that the committee "shall administer the Graduate Student Teaching Awards..." The significance of this section is that it defines the specific mandate of the GSTA Committee. The committee must administer the GST Awards, and the means by which they have chosen to do so is with a specific set of criteria. At the October 2003 Council meeting, Council determined that it did not want to review these criteria explicitly. Since it is the case that the GSTA Committee needs some criteria to fulfill their Council approved mandate, and Council chose not to review the specific criteria the committee has chosen, it follows that the criteria are valid, i.e., Council approved.

- Note that this does not mean Council is barred from reviewing and altering the process followed by any SOGS committee in the fulfillment of its mandate. All that it means is that when Council chooses not to explicitly review the process of a committee, Council is necessarily validating that process.

7. Elections

Vice President Student Services

- Ben Hedley was the only candidate.
- Ben Hedley was acclaimed.

General

Academic Committee	Chris Tait, History
FGS Subcommittee for International Students	Jessica Natiuk, Comparative Literature
Finance Committee	Natalie LeBlond, MLIS Kyle Martin, Biochemistry Michael Capobianco, Kinesiology Dave Zeldin, Kinesiology
Grad Club Committee	Jeremy Mohr, History Allyson Brady, Anthropology Lindsay Foreman, Anthropology Sharon Sabourin, Kinesiology Kyle Martin, Biochemistry
Graduate Student Issues Committee (GSIC)	Dominik Szymanski, MLIS Prasanna Mohan, Engineering
Health Plan	Amanda Porter, Philosophy Melanie Gregg, Kinesiology Shauna Burke, Kinesiology
International Students Issues Committee	Gloria Lou, Sociology
Policy Committee	Tony Church, Kinesiology Michael Capobianco, Kinesiology

8. Orders of the Day

a) Motions Arising from the President

- None.

b) **Motions Arising from Other Committees**

Bylaws and Constitution Committee

- The Speaker stepped down to present the Bylaws and Constitution Committee motions. The Deputy Speaker, Rashid Rehan, took over as Chair of the meeting.
- The Speaker stated that in accordance with our Constitution, any changes to the Constitution must pass through a SOGS Council meeting and then a SOGS General Meeting.

Motion (Robb): BIRT Council ratify the following amendments to the SOGS Constitution, so that they can be presented at the February 2004 SOGS Annual General Meeting:

Seconded: Leighton

Article V, Section 1a. will be amended to read: “The requirements for full membership in the Society shall be

- i. registration in the Faculty of Graduate Studies of the University of Western Ontario as a full-time graduate student (excluding those registered in graduate studies in the Faculty of Business Administration).”**

- The purpose of this amendment is to exclude all IVEY members. IVEY students are not members of the Society, as they have their own organization.

Article V, Section 2a. will be amended to read: “The requirements for associate membership in the Society shall be

- i. registration in the Faculty of Graduate Studies of the University of Western Ontario as a part-time graduate student (excluding those registered in graduate studies in the Faculty of Business Administration).”**

- This is the same as the amendment above, but for part-time graduate students.

Article V, Section 1a, ii. will become Article V, Section 1c, ii.

- This motion is housekeeping.

Article V, Section 2a, ii. will become Article V, Section 2c, ii.

- This motion is housekeeping.

Article V, Section 1b, ii. will be amended to read: “access to all minutes of Society, Council, and Executive meetings.”

- This motion is housekeeping.

Article V, Section 1b, vii. will be removed.

- This is addressed elsewhere.

Article V, Section 1b, iii. will be amended to read: “the right to run for the office of President and any other Society Executive, Non-Executive Officer, Council or committee position.”

- Includes Non-Executive Officers.

Article V, Section 1c will be created, and will read: “The requirements for full membership in good standing in the Society shall be

- i. satisfying the requirements for full membership from Section 1a, and**
- ii. payment of the designated membership fee.**

- Full members who have not paid their fees are excluded from the SOGS Bus Pass and Health Plan until their fees are paid.

Article V, Section 1d will be created, and will read: “Full members of the Society in good standing have the following rights and privileges, subject to such limitations as may be specified elsewhere in this Constitution or in the Bylaws.”

- Same explanation as above.

Article V, Section 2c will be created and will read: “The requirements for associate membership in good standing in the Society shall be

- satisfying the requirements for associate membership from Section 2a, and**
- payment of the designated membership fee.**

- Part-time members who have not paid their fees are excluded from the SOGS Health Plan.

Article V, Section 2d will be created and will read: “Associate members of the Society in good standing have the following rights and privileges, with the following exceptions:”

- D. White stated that the above amendments are restricting some of our programs to those members who have not paid their fees; they will still have access to the SOGS academic programs, i.e. Teaching Assistants Awards.

Article VI, Section 2d will be removed.

Article VI, Section 3 will be amended to read: “The Non-Executive Officers of the Society shall be the Speaker, the Chief Returning Officer, and the SOGS Canadian Federation of Students Official Liaison.

Friendly Amendment (D White): remove the word “official”.

Amendment accepted.

- We have created a new non-executive position. We do not have a complete job description yet, but the position needs to first be in our Constitution. The reason we need this position is that we have created a conflict of interest in our Bylaws. Currently the Vice President External is a member of the CFS-O Board of Directors. This is a direct violation of our conflict of interest policy. Creating this new position is the solution. This position will be the go between SOGS and CFS. It will probably report to the Vice President External.
- The Bylaws and Constitution Committee will draft a job description and present it at the January Council meeting.

Article VI, Section 5 will be created and will be titled ‘Executive and Non-Executive Officer Term Limits’.

Article VI, Section 5a will be created and will read: “No individual shall serve as President for more than a lifetime cumulative maximum of sixteen months.”

Article VI, Section 5b will be created and will read: “No individual shall serve as a Vice-President and/or Speaker for more than a lifetime cumulative maximum of 28 months.”

Article VI, Section 5c will be created and will read: “No individual shall serve as SOGS Canadian Federation of Students Liaison for more than a lifetime cumulative maximum of sixteen months.”

- You cannot be on the SOGS Executive for more than three years. Two years as an Executive and one year as President. With our current term limits if someone takes office early, then they are holding an interim position. This gets very confusing and hard to keep track of. We are proposing adding four months to the end of a term as this will eliminate the interim positions.
- These changes will help keep us to our election schedule.

Article VI, Section 5d will be created and will read: “No individual shall be eligible to stand for election as an Executive or Non-Executive Officer when the above cumulative service maximums

would prevent that individual from serving the full term of the office for which they are seeking election.”

- This amendment prevents someone for holding office for more than two years.
- (Q) North: Does this amendment prevent a one year program student from joining the SOGS Executive? (A) Robb: No.
- (Q) North: In order to serve a full term if you are in a one year program, you would have to join SOGS right in September. (A) Robb: The Bylaws and Constitution Committee are looking into this.

Motion Carried.

- R. Robb took over chairing the meeting as Speaker.

c) **Other Motions**

Anne Escrader, Vice President External

Motion (Escrader): BIRT the Society of Graduate Students support two Social Justice Students at Kings in their investigation of Plan Puebla-Panama, by providing \$150.00 towards their travel expenses to Guatemala.

Seconded: Leighton

- Escrader stated that she received a letter from A. Browning on November 18th requesting funding for this trip. We heard a presentation from C. Stroud earlier tonight.
- Szymanski: Spoke against the motion. Supports the cause but feels that we have not been given any official agenda or guidelines.

Friendly Amendment (Gustavson): BIRT Chris Stroud and Andrea Browning commit to give a report of their findings to SOGS.

Amendment Accepted.

- (Q) Hedley: How long is the trip by bus? (A) Stroud: Four days there and back.

Friendly Amendment (Coristine): BIFRT these funds are conditional upon the Vice President External approving the agenda.

Amendment Accepted.

- D. White: The SOGS budget is very limited. We need to keep in mind how this expenditure would benefit SOGS members.
- Q) Leighton: What is our budget for sponsorships? (A) Gault: We have \$2,000 budgeted and have used about \$500.00 to date. So we have about \$1,500 to use until April 30th.

Motion Carried.

8. **Discussion of Program Recommendations**

- D. White stated that right now the Executive is looking for feedback from Council regarding the program recommendations. Any changes will have to be presented in the form of a motion at a later date.
- D. White started to go through the recommendations, but no one had read them.
- The Speaker suggested postponing this discussion until the January Council meeting. We will enclose the Program Recommendations in the January Council package.
- (Q) Hardman: Can we put this item earlier in the Agenda, so that more people are around? (A) Speaker: Yes, we can change the Agenda.

- Gault promised to be less long winded at the January meeting so that there is time to go over the program recommendations.
- D. White asked that Council read the recommendations and show them to their members.

9. **Open Forum**

- Two ladies from the Occupational Therapy program stated that they need to recruit graduate students for a focus group. They asked that they be allowed to send an email to SOGS Councillors regarding this.
- (Q) D. White: Does anyone have a problem with this request? (A) No one had a problem.
- Windover: The Masters of Fine Arts students are having an Open House to show their work. You can come and visit their studios from 5:00 p.m. – 7:00 p.m.
- Hedley: Email him the details and he will post this on the SOGS bulletin boards.

Motion (Rehan): BIRT this Council recommends to the University that a honorary degree be conferred upon Ms. Shirin Ibadi, winner of the Nobel Peace Prize, in recognition of her struggle for human rights.

Seconded: Mohan

- Rehan: December 6th is a Day of Remembrance and is a Day of Action for violence against women. We need to recognize people who are advocating for rights for women. This furthers the cause of human rights.
- (Q) D. White: Would you like me to send a letter to the University about this? (A) Rehan: Yes.

Motion Carried.

- D. White: Is currently working on the history of SOGS and he is planning on presenting this at this year's Western Research Forum. If anyone knows anyone who might have some information on SOGS, please let me know.
- Rehan: Suggested talking to Ryan, as he has been involved with SOGS for a number of years.
- Coristine: Suggested giving those Councillors who stay for the entire meeting drink tickets for the Grad Club.
- D. White: This would need to be budgeted. The budget is presented at the Annual General Meeting.

Motion to Adjourn (Brady)

Seconded: Rehan

Meeting Adjourned 8:30 p.m.

SOGS EXECUTIVE MEETING
December 15, 2003 2:30 p.m. – 3:05 p.m.
MINUTES

Present: President, Daryl White; VP Academic, Graydon Raymer; VP Finance, Dylan Gault; VP Student Services, Ben Hedley

Absent: VP External, Anne Escrader

Recording Secretary: Daryl White

1. **Update from President, Daryl White**

- GSIC has been discussing paid placements for Occupation Therapy students. This issue was raised by two of the OT councillors. As OT is Category 2, they don't receive any funding. Are looking at how the MLIS students got paid co-ops.
- Letter for prospective graduate students outlining funding and budgeting for grad study at UWO is nearly complete. Has been run by GSIC and a copy given to FGS.
- Presently drafting a letter for Deb Matthews elaborating and reiterating on issues raised in November meeting. Will be taking this to GSIC before sending it.
- December FGS meeting was earlier today. Discussed 10 hour rule and tuition payment were discussed
- Hedley: Was there any mention of the month of grace changes?
- White: It looks like it's going to go ahead

2. **Update from Vice President Academic, Graydon Raymer**

- Journal is in press and should be received any day now
- White: With the office closed after the 19th, will that affect delivery?
- Raymer: Publisher has his contact information to make alternate arrangements if necessary
- TA evaluations have been completed for this term, WRF planning is moving along well

3. **Update from Vice President Finance, Dylan Gault**

- Finance and Grad Club committees have met recently.
- Execs should review last year's budget and prepare recommendations
- Is presently working on a Financial policy document for SOGS to clarify certain procedures
- AGCO will be imposing a penalty for infractions at Wave earlier this year. Most likely a one week suspension of the liquor license. Since the license is campus-wide, this will affect the Grad Club as well. Will be investigating getting our own liquor license.

4. **Update from Vice President Student Services, Ben Hedley**

- Stuck in London for the Holidays dinner list has been finalized as of Friday
- Gault: Some people have signed up today
- Hedley: Can allow some leeway, will give final numbers to Bruce. We had 120 people last year and only 35 so far for this year. May send out another e-mail if Bruce has additional food.
- Nothing on 2004-5 handbook quote yet. Quote is for normal things with some additional dates. Hoping to make handbook thinner. CFS material is currently 20-30 pages, without this much space could be saved. We will never get the same price as with the CFS common handbook, but

have had problems with it. Submission deadlines are too early to include dates, have had delivery problems in the past. There are also advantages to a customized book for SOGS. Adopting a comparable format to USC may save money if we have it printed by Gazette.

- Gault: Do we have numbers on how many use it?
- Hedley: Not really
- White: Has talked to Ben about it, thinks we should hand them out rather than mailing them out
- Raymer: Would that be done with the bus pass?
- Hedley: How many bus passed do we hand out?
- White: About 2,000 a term
- Gault: Thinks this is something we should try for next year
- Hedley: Can order same numbers and try it. Isn't sure how many people are using the information the handbook contains

6. **Miscellaneous**

- White: Would like to vote Christmas bonus for Grad Club staff similar to SOGS staff

Motion (White): BIRT the Grad Club pay a \$100 holiday bonus to each of Bruce Fyfe, Eileen Quigg and Don Tugwood

Seconded: Raymer

Motion Carried.

Meeting Adjourned 3:05 p.m.

SOGS EXECUTIVE MEETING
November 25, 2003 10:42 a.m. – 11:35 a.m.
MINUTES

Present: President, Daryl White; VP Academic, Graydon Raymer; VP External, Anne Escrader; VP Finance, Dylan Gault; VP Student Services, Ben Hedley; Accounting Manager, Raquel Rodrigues; Office Manager, Laura Hudson

Absent:

Recording Secretary: Laura Hudson

- Minutes from the October 20, 2003 Executive Meeting – Ratified.

1. **Update from Daryl White, President**

- White welcomed Hedley to the SOGS Executive.
- White met with Deb Matthews, our new MPP. They discussed the OSAP regulation limits. Deb stated that the Liberals are planning on reviewing OSAP. Deb asked that SOGS put together a document regarding this and give it to her. White will do this with GSIC's help. They also discussed the 10-hour rule. Deb does not feel that this rule is particularly effective. We have been trying to get Joel Duff to pressure the government to rescind the university's commitment to this rule, which FGS feels they are bound to.
- White recently met with FGS and they discussed having a letter to out with the Offers of Admission to the international students giving them an idea of the cost of living, etc., in London. These students need this information in order to plan their finances.
- The University has been discussing the issue of academic freedom; currently graduate students are not explicitly covered. FGS suggested that the GTA Union put something in their Collective Agreement about this.
- At the recent CAGS conference it was suggested that we organize an Ontario equivalent meeting. This would be very helpful to discuss common issues such as monthly tuition. We pay put together a proposal for Western to host this conference.
- We have made a revision to the Bus Pass Policy. What happens if you lose your bus pass, and replace it at a cost of \$40.00, but then find it one week later? Can you get your money back? The replacement fee was put in place to help prevent fraud. It was suggested that we refund \$35.00 of the replacement fee if you find your old pass and return the new one within three weeks of replacing it. We need a time limit in place to prevent fraud.

Motion (D. White): BIRT students who surrender their original bus pass within three weeks of receiving a replacement bus pass are eligible to receive a refund of the replacement charge less a \$5.00 administration fee.

Seconded: Escrader

Motion Carried.

IN CAMERA

OUT OF CAMERA

Motion (D. White): BIRT SOGS give Laura Hudson and Raquel Rodrigues a \$100.00 Christmas bonus each for 2003.

Seconded: Hedley

Motion Carried.

- (Q) Escrader: Regarding the letter FGS is sending to international students with their letter of admission, what numbers are we using, single, family, a range? (A) D. White: We will be using a range.
- (Q) Escrader: Have we met yet with Ruben regarding the Grad Club space? (A) D. White: We should be getting an answer in December.

2. Update from Accounting Manager, Raquel Rodrigues

- The SOGS/Grad Club Christmas party is on December 1, 2003. We will be giving everyone a drink ticket for cocktails before dinner and will be providing a glass of wine with dinner.
- Usually we give a gift certificate to the Grad Club staff that are unable to attend the party because they are working. D. White stated that we will do this again for this year.

3. Update from Vice President Academic, Graydon Raymer

- The Journal goes to the printers on Wednesday. We are going with Capital Printing again. They printed the last Journal.
- The TA Evaluations are going well. We have almost completed all the evaluations for the fall term.
- The new Scantron forms are in and everyone is happy with them, except we heard that the GTA Union was dissatisfied with the new Scantron forms because only the SOGS' logo appears on them. The Union did not pay for the forms, their money goes towards the awards, and as well they did not attend the meeting where we voted on the new forms. The program is a SOGS event.
- (Q) D. White: Have we received a formal complaint from the GTA Union? (A) Hudson: I spoke to one of their Executive members, and he stated that they were a little unhappy that their logo was not on the form. I explained that they do not pay for the forms, and pointed out that if they wanted, we could stamp their logo on the form, at their expense, as there is room on the form.
- (Q) Escrader: Did the Union receive information on the form? (A) Yes.
- We have mailed out posters for this year's Western Research Forum to Councillors, Grad Chairs, and Graduate Secretaries. We will do another round of advertising in January.

4. Update from Vice President External, Anne Escrader

- There will be a CFS-O Executive meeting December 6 – 8, 2003. Escrader cannot attend as she will be out of the country. She suggested that we submit a report. In this report we should give information about GSIC, Equity Issues and Social Justice Committee and our recent Diversity event.
- A number of organisations who were involved in our Diversity event are sending us invitations to participate in their events.
- D. Gault gave an update on the recent CFS General Meeting. There were a lot of issues discussed, and attending this meeting showed him how we need to restructure our Bylaws. CFS started a campaign to change the nature of the Canada Scholarships. They will do up a Fact Sheet on this. There was a lot of concern about Turnitin.com. This is a system that universities use to detect plagiarism. UWO uses this system. CFS is opposed to this website because they feel it is a way for the universities to justify not hiring more faculty or TAs. As well, the system is trying to claim copy rights over the papers checked. CFS is looking into the legalities of this site.

- (Q) D White: Felt that the Diversity event went well. Is the Equity Issues and Social Justice Committee going to apply to the Bylaws and Constitution Committee for standing status? (A) Escrader: Yes. We are also planning another event in January.
- D. White stated that the Equity Issues and Social Justice committee was created as an ad-hoc committee for a very limited purpose. Before planning another event you should apply to the Bylaws and Constitution Committee for standing status.
- Escrader asked that Executive meetings be held on Tuesday mornings.

5. **Update from Vice President Finance, Dylan Gault**

- The Christmas case sale is on today at the Grad Club from 2:00 p.m. – 6:00 p.m.
- According to our Insurance Company, we need a new safe for the Grad Club. Our safe is not safe enough.
- There was a Food Services Advisory meeting recently. There is nothing new to report.
- The Finance Committee is currently going over the bursary evaluations.
- There is a report in this month's Council package from the Finance Committee regarding child care subsidy for Councillors who attend Council meetings.
- Gault requested the Executive to ask their committees to submit their requests to Gault for the budget.
- (Q) Hedley: When would you like this information? (A) Gault: First week of January.

6. **Update from Vice President Student Services, Ben Hedley**

- Currently looking into the SOGS Handbook/Dayplanner and exploring various options.
- Rodrigues asked that we put Reading Week" in the Handbook/Dayplanner.
- Attended a recent Student Services Committee meeting where Hedley discussed with Dr. McFarlane about having spouses and children of international students pay a fee to use Health Services. Dr. McFarlane stated that they have been having a similar problem with family members of faculty and have requested additional funding from the University. If they get this funding then they could possibly extend the service to students.
- We have a lot of married graduate students. 2-1/2% of graduate students have children, 28% of graduate students are married, and 20% of graduate students are international. We therefore have approximately 200 married international students. Adding family members could see an extra 1,000 people using Health Services. Hedley will give this information to Dr. McFarlane. Dr. McFarlane really wants to solve this problem. There will probably be a modest fee for spouses to use Health Services. All of these changes will not go into effect until September 2004.
- (Q) Gault: Is it legal to have a private clinic like this? (A) Hedley: Don't know.

7. **Miscellaneous**

- At a recent meeting of SCUP they mentioned the Student Financial Survey. Graduate Studies feels that they have some good financial information on student finances.
- The SOGS Program Review will be discussed at this month's Council meeting.
- The next Executive meeting will be December 15th at 2:00 p.m.

Meeting Adjourned 11:35 a.m.



President
January, 2004 Report to Council
Daryl White (sogs.president@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Councillors,

While it has been nearly two months since my last report to you, with the intervening holiday these have been fairly quiet months and I have only a few things of note to report to you.

First is that a draft of the letter for incoming graduate students has been reviewed by GSIC and has been forwarded to the FGS Committee on International Students. Hopefully the information contained in this letter will help graduate students avoid potential financial pitfalls and hardship.

I have been following up on the motion passed at the last council to nominate Nobel Laureate Shirin Ebadi for a UWO Honorary Degree. The nomination form is almost complete and will be submitted to the Senate Committee for Honorary Degrees by the end of the week.

The Committee to review the Student Code of Conduct has met twice so far. The Committee is largely discussing clarifications of language rather than any major revisions to the Code. There is still time to make a submission if you or your constituents should so desire.

In the interests of better improving Graduate Student communication, we have placed a signup sheet for circulating a SOGS newsletter in the office. The goals of the newsletter are outlined in the program recommendations republished in this package. If you or your constituents would like to receive the newsletter, please send an e-mail to sogs@uwo.ca with the subject line SOGS NEWSLETTER SUBSCRIBE.

Given the substantial business to be transacted at the January Council meeting, it seemed best to postpone the Personnel Policies until February. They will go out with the February Council package.

Bus Pass distribution has been going smoothly so far. I would implore you to remind your constituents that they should bring their fee bills to the office to pick up the bus pass.

In response to a growing number of MBA and Business PhD students coming into the office, I have contacted the MBA Association President and asked him to send out a clarification to his members. In drafting future documents, SOGS should be mindful to make as clear as possible that these students are not our members.

The next few months will see Council busy with the Grad Club expansion, bylaws revisions, and policy changes. It will require some effort, but in the end, I think we will have a much stronger organization, better able to advocate for and serve graduate students.



**Vice President Academic
January, 2004 Report to Council
Graydon Raymer (sogs.academic@uwo.ca)
<<http://www.uwo.ca/sogs/>>**

Dear Councillors,

A few items to note for January:

1. Deadline to nominate for Winter or Full-Term teaching assistant (TA) awards is February 27th. Nominations can be made online at: <http://www.uwo.ca/sogs/forms/webform-gsta.htm>
2. The Western Research Forum is March 5-7th. The deadline for abstracts (poster and oral presentations) has been EXTENDED to January 30th. Submissions can be made online at: <http://www.uwo.ca/sogs/forms/webform-wrf.htm>
3. The Western Journal of Graduate Research, volume 10/11 is accessible online at: [http://www.uwo.ca/sogs/academic/wjgr_11\(1\)_2002_index.htm](http://www.uwo.ca/sogs/academic/wjgr_11(1)_2002_index.htm)

Paper copies of the WJGR are being distributed to departments and libraries. If you would like a copy, please drop by the SOGS office.



Vice President External
January, 2004 Report to Council
Anne Escrader (sogs.external@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Dear Graduate Students,

Warmest greetings and best wishes to you for the New Year. The highlights of this report are 1) Our Day of Action on February 4, 2004, and 2) the upcoming CFS meetings.

Day of Action, February 4, 2004

Tuition fees in Ontario are still the 2nd highest in Canada, and high tuition fees are a known barrier to post-secondary education. In a letter released January 14th, the Association of Canadian Community Colleges, the Association of Universities and Colleges of Canada, the Canadian Alliance of Student Associations, the Canadian Association of University Teachers, the Canadian Federation for the Humanities and Social Sciences, and the Canadian Federation of Students have called on Prime Minister Paul Martin to make post-secondary education a priority for Canada. Students, in solidarity across the country, are actively preparing for a day of action on February 4 in order to visibly show support for public post-secondary education. We are calling for the freeze and reduction of tuition fees, and an end to de-regulation. We want grants not loans / income contingent loan repayment schemes (ICLRS). Together we are seeking to restore funding to post-secondary education. Our own preparations on campus for the day of action are well underway through the joint effort of SOGS, a number of other organizations such as UWO Public Interest Research Group (PIRG), faculty members and other interested individuals. Previous events on this campus attracted hundreds and hundreds of students, and thousands of petition signatures were collected. This year will be no different. But we need your support. So please come forward to be an active part of our rally. Additionally, the Ontario Liberals are holding a province consultation on financial issues, and SOGS is working to be apart of the list of presenters for the London consultation. We are coordinating our messaging with the Ontario component of the Canadian Federation of Students.

Upcoming CFS meetings

The Canadian Federation of Students is our national student organization representing nearly half a million post-secondary education (PSE) students across the country. SOGS is Local 47 of the Canadian Federation of Students. The Ontario Graduate Caucus of the CFS will be hosting an annual stand-alone meeting on February 11 and 12, immediately preceding the Ontario General meeting on February 13 and 14, at Markham Ontario. This will be an excellent opportunity for SOGS delegates to witness the work of the CFS, and network with other student leaders who organize collectively on various issues related to post-secondary education. If you are interested in being a delegate please contact me as soon as possible.

The Graduate Student Issues Committee (GSIC) and the Equity Issues & Social Justice Committee continue to work on issues pertaining to the quality and accessibility of graduate education. If you are interested in becoming a member of either committee, please contact the SOGS office for details.

Sincerely,
Anne Escrader, VP External, sogs.external@uwo.ca

SOGS Council Report Back From the 22nd National General Meeting of the Canadian Federation of Students

November 19 - November 22, 2003
Hull, Que

This meeting was an intensive 4 days of work on a wide variety of student issues. This report will outline some of the more relevant aspects of the meeting. For more information contact SOGS VP-External, Anne Escrader (sogs.external@uwo.ca). This report was prepared by the SOGS delegation.

Introduction - What is the Canadian Federation of Students?

In short, we are the Canadian Federation of Students, Canada's largest national post-secondary student organisation. It is comprised of 70 student unions (25 graduate student unions) and represents nearly 500,000 post-secondary education (PSE) students (60,000 graduate students). While the majority of issues facing students are alike, and often boil down to adequate core funding, graduate student unions, like SOGS, form a caucus within the Federation called the National Graduate Caucus (NGC) that give graduate students an opportunity to formally organise around issues that are specific to us, such as: intellectual property, academic freedom, work conditions graduate teaching assistants, student-supervisor relations, etc. The NGC has its own operating budget, elections, and standing resolutions included in the under Federation policy manual. The other free standing caucus within the Federation is the National Aboriginal Caucus.

All member locals in Ontario also participate in two meetings per year of the Ontario component of the Federation, as well as one for the Ontario Graduate Caucus. Joel Duff, current chairperson for the Ontario component has recently made a presentation at a SOGS council meeting. For more information please consult the following Federation web pages:

National: www.cfs-fcee.ca

Ontario: www.cfsontario.ca

The Federation employs a three-pronged strategy to achieving victories for its members: research, government lobbying, and member mobilisation. As well the Federation offers many services to its members such as: Studentsaver discount programme, free distribution of International Student Identity Cards (ISIC), Student Work Abroad Programme (SWAP), homesforstudents.com, etc. For more information on the implementation of these programs at

UWO please contact the SOGS office.

Research

Several fact sheets have recently been produced that examine specific aspects of Canada's PSE system, including: "Whistleblowers - Standing Up for Academic Freedom", "the Crisis in Scholarly Publishing", "Differential Tuition Fees for International Graduate Students", and "Tuition Fees in Canada - A Pan Canadian Perspective on Educational User Fees".

The SOGS delegation is proud to report that the research initiative that was initially discussed at SOGS council and then proposed by our delegation to the meeting was accepted by the other delegations at the NGC. SOGS member Cynthia Leighton is in communication with the NGC executive and is contributing to this project.

Ongoing research projects:

Student-supervisor guidelines: an appendix in the NGC executive report contains sample guidelines from the University of Calgary, Ryerson, York, Victoria, Carleton, and U of T. Member locals were encouraged to investigate the situation on their campuses and see how they compare.

Manual of Best Practices: Graduate student unions are generally smaller than their undergraduate counterparts, experience higher executive turnover, and work with less resources. The Manual is an information sharing project that previous delegations of the NGC initiated, which surveys graduate member locals on an extensive list of issues. The data that is generated (statistics, operating procedures, etc.) will be organised into a useful, accessible format. SOGS is the oldest autonomous graduate student union in the country, and we are sure that our recently submitted survey results will be a valuable addition to this project.

"Sticker Shock! - A Comparative Analysis of the Full Cost of Graduate Education in Canada": The substantial disparity exists in the cost of a graduate education across the country. This ambitious project seeks to assemble a comprehensive comparative analysis of recent increases to the full cost of graduate education in Canada. The study will benchmark the costs region by region according to standard wage labour hours ("carpenter hours") to account for economic differences. Though this is an extensive ongoing project, preliminary results are available in the meeting binder, as well spin-off research results for international graduate student tuition fees have been realised in the form of a fact sheet.

Conference on Innovation: The Caucus' 2003 AGM in Saskatchewan resolved to organise a

one-day conference that will focus on the concept of innovation in research. This conference will be held in conjunction with the NGC's 2004 AGM. The goal is to look critically at all aspects of innovation in research, which is common jargon for market-driven and commercially-viable research. Possible topics range from the politics of funding, the investigation of the primary beneficiaries of the current innovation agenda, major advances as a result of curiosity-driven research, inter- and multi-disciplinary research, and the creative process implicit in revolutionary studies.

Lobbying and Government Relations

Continuous meetings between Federation representatives and government officials/bureaucrats occur at all levels.

National Library of Canada/Thesis Canada: NGC executive sit on the advisory committee for the NLC and have had much success implementing changes to policy and practices, especially with respect to the ceasing of the practice of allowing third parties to sell Canadian graduate theses for profit, with no benefit to the authors. SOGS members are encouraged to sign up for the Canadian Theses Service Discussion Group, through Thesis Canada's website:

www.nlc-bnc.ca/thesiscanada/s4-240-e.html

Members of the SOGS delegation feel that it would be appropriate for SOGS to consider maintaining a standing subscription to this discussion group via one of its VP positions, possibly the VP-Academic.

Student Response to the Government's Innovation Strategy:

The Federation has consolidated research on the current government funding strategy and submitted it as part of a federal government consultation process on funding public research. Part One of this document is included in the meeting binder in the SOGS office.

Campaigns and Member Mobilisation

February 4 2004 - National Student Day of Action

Members of the Federation have resolved to call for a student day of action in order to highlight PSE issues in Canada. This time was chosen for a number of reasons: University budgets being drafted and expectation of a federal election. In Ontario it is especially important for students to show their support for PSE, given that the provincial Liberals have capitulated to previous student demands that tuition fees be frozen. However, fear among students is that they are considering all options, including backing out of or watering down their promise of a

two year tuition fee freeze. As well in Ontario, again, recent reports are that University presidents (via the Council of Ontario Universities) are calling for full deregulation of fees. The SOGS delegation was fully supportive of the day of action. Please see the report from the VP-External on the developments or to participate in the organising of this event. Two years ago, a similar day of action at UWO brought out 700 students and their supporters to the Concrete Beach. In classic Western fashion, SOGS councillor Dominic from MLIS has offered to do one push-up for every person in attendance to this year's rally.

In this report we could not hope to convey the multitude of issues and resolutions that were raised at this NGM. Therefore councillors are encouraged to read the meeting binder, located in the SOGS office, and visit the Federation websites to learn more about how SOGS members can contribute and benefit from participation with our national student organisation.



Vice President Finance
January, 2004 Report to Council
Dylan Gault (sogs.finance@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Grad Club

- The planning for the Grad Club expansion is continuing. We are continuing to meet with the university to arrange the details of taking over adjacent spaces in Middlesex College. The Physical Plant Department of the university will be overseeing the renovations. They have asked that we commit to a figure of \$550,000 on the process. This is a rough commitment, including many different aspects of the process and, to my mind, represents an upper limit to the spending. Included in this potential cost is possible compensation to Food Services for the change in their business plan. Such compensation would free us from paying a percentage of our gross food sales to Food Services and provide us with complete freedom in setting the Grad Club menu. This would provide significant long-term gains. Other costs (outside of actual construction and design) include additional staff costs while planning and renovating, loss of business due to closure, the purchase of initial inventory and grand opening event costs. The origin of the funds for the renovation can come from our cash reserves and temporary investments, but a substantial loan will probably be required. The Grad Club Committee and the Finance Committee will be investigating the details of the loan. I hope that the costs associated with the loan can be carried over a long period, minimizing its impact on any particular fiscal year.
- The immediate need of the planning of the Grad Club is to approve a design budget of up to \$30,000.
- The Grad Club Committee has investigated its rules and likely will be submitting more detailed rules or bylaw amendments at a future meeting.

Alcohol Policy

- There is some concern that department events that include undergraduates require some form of insurance to be purchased before they can be held, even at the Grad Club. This is indeed the case if the students involve undergraduates and a university department is not sponsoring the event. The Undergraduate Student Council recently withdrew the insurance that it provided to undergraduate clubs. This insurance can be purchased through the USC. In no case should minors be attending events where alcohol is served. This change in insurance is of interest to us as these events provide some revenue to the Grad Club. The Grad Club is not able to extend its insurance to cover third-parties.

Budget

- The budget is presented for the approval of council.
- Of significant note is the expectation that there will not be significant profit from the Grad Club. This is to ensure that we do not have to drastically cut back from our programs in the middle of our fiscal year if the Grad Club has difficulty adjusting to operations after the renovations or requires investment in the renovations from its operational budget. The budget does expect the Grad Club to make a greater contribution to our bursary and subsidy programs. I fully expect that future Grad Club operations will exceed the investment that we are making this year. If the Grad Club shows profit later this fiscal year, Council should take this into account and allocate those funds.

Finance Committee

- The Finance Committee awarded subsidies this month. We're happy to say that all of our Childcare Subsidies were awarded.

- The Finance Committee recommends adopting the rules for the SOGS UWO 125th Anniversary Scholarship and the Emergency Bursary detailed in the motions of this meeting.



**Vice President Student Services
January, 2004 Report to Council
Ben Hedley (sogs.services@uwo.ca)
<<http://www.uwo.ca/sogs/>>**

Dear Councillors

I would like to welcome all the councillors back after the holiday break.

The 'Stuck in London for Christmas' went very well. 100 people signed up for the event, many of them after the deadline and 140 people attended the event. Even with this high number of people Bruce, his staff and the volunteers who helped on that day still managed to have food left over to make 40 meals for the men's mission.

Handbook – anyone who wishes to help with the organisation of next year's handbook is more than welcome. Then can e-mail me or Laura and we will happily find some work for them to do.

SOGS Newsletter: in the office there is a sign up sheet for us to get an idea of how many people would be interested in a newsletter. There have been a fair number of favourable responses for the newsletter.

Sincerely

Ben

Elections

Type of Committee	Position	Nominee	Department	Email	Comments
SOGS	Part-Time Representatives				Five seats
SOGS	Speaker				
SOGS	Academic Committee				
SOGS	Bylaws and Constitution Committee	Eric MacIntosh	Kinesiology	emacinto@uwo.ca	
SOGS	Equity Issues and Social Justice				
SOGS	Finance Committee	Emese Ivan	Kinesiology	eivan@uwo.ca	
SOGS	Grad Club Committee	Eric MacIntosh	Kinesiology	emacinto@uwo.ca	
SOGS	Graduate Student Issues Committee				
SOGS	Graduate Student Teaching Awards Committee	Melissa DeBruyne	Kinesiology	Mdebruy2@uwo.ca	
SOGS	Health Plan Committee				
SOGS	International Student Issues Committee	Lisa Chin	Kinesiology	lmchin@uwo.ca	
SOGS	Orientation Committee	Eric MacIntosh	Kinesiology	emacinto@uwo.ca	
SOGS	Policy Committee	Melissa DeBruyne	Kinesiology	Mdebruy2@uwo.ca	
SOGS	WJGR Editorial Board				
Other	Allyn & Betty Taylor Library Committee				
Other	FOGS Policy				
Other	FOGS Council				
Other	Internal Appraisal Committee				
Other	Provost's Advisory Committee of Teaching and Learning				
Other	Student Development Centre Partnership Committee				1 Seat

SOGS Program Recommendations October, 2003

Introduction

After consideration and discussion, the SOGS executive has made the following recommendations which we now submit to the SOGS council. The individual recommendations and changes shall come in the form of bylaw amendments and motions before council in the coming months. However, a thorough discussion of the recommendations at Council will serve to confirm that there is general support for the direction we are proposing. If Councillors have questions which will require a more detailed answer, please submit them to the appropriate executive before council. Moreover, Councillors are strongly urged to make their constituents aware of the proposed changes and to bring these opinions forward. Finally, there are some issues on which a more formal survey of the SOGS membership may be instructive.

Governance

The SOGS Presidency involves, by and large, general oversight of the Society. Over time, as the Society has grown larger, the amount of time which can be devoted to the Presidency has increased substantially. Representation of the Society to the University administration, sitting in on SOGS committee meetings, and monitoring the day to day operations of the Society can be significant in their time requirements. This is something which needs to be kept in mind as graduate enrollment continues to grow. We may come to a point at which it is desirable to make the SOGS Presidency a full-time position.

The current SOGS Bylaws state that the only two responsibilities of the VP Academic is to “ensure representation of graduate student interests and concerns with academic-related bodies” (which is open to considerable interpretation) and to “serve as the Editor-in-Chief of the Western Journal of Graduate Research”. It is thus proposed that the bylaws be clarified and expanded to include mention that the VP academic shall oversee the GSTA Committee and Awards, Academic Committee and related events, and the Western Research Forum.

SOGS system of governance is generally sound; however, there are aspects of it which require change. Foremost among these is the need to ensure that Council is representative of the membership. There is also a need to ensure that Executive duties are properly assigned in the bylaws. A general revision of the bylaws to reflect these and other changes is already underway and the Bylaws and Constitution Committee will be bringing its recommendations to Council in the near future. Finally, to help foster graduate student organization at the department or program level, we propose increasing our departmental grant per capita to \$2.50.

We also propose a developed policy procedure for all of SOGS, which we feel would be an immense benefit to the organization. A policy manual for each committee could include relevant bylaws, decisions of council, and decisions of the committee. This would allow for a more flexible approach to issues and operations than is currently possible through the designation of bylaws or constitutional amendments. It also allows for better institutional memory. A comprehensive issues and operations policy, perhaps along the lines of that adopted by the Canadian Federation of Students, would aid the membership in expressing their desires for the organization. It would also assist our officers in effectively following the wishes of the membership.

Simultaneous to the aforementioned changes, must be a revival of the SOGS committee structure. There is excellent participation in the three academic committees this year; however, the same is not true for all committees. The Finance Committee in particular has had ongoing difficulty finding members. Without vital committees, SOGS cannot function appropriately.

Communications

It is clear that more outreach to the membership needs to be done by the Society to ensure that they are aware of what is going on. This can be accomplished by a re-vamped Orientation Committee with

expanded activities, restoring the SOGS newsletter, and ensuring that the website and bulletin boards are kept up to date. Moreover, recent problems with the printing of the SOGS handbook compel a rethinking of the publisher.

Orientation Committee

The Orientation Committee needs to be reactivated. However, there is a concern about committee members doing the orientations for the individual departments in September and January. These orientations inform new students of the services that SOGS provides and answer questions or address concerns and the executives presumably are in the best position to do so. Therefore, departmental orientations will be conducted by the executive, although the Orientation committee may prepare materials for distribution, etc.

The renewed Orientation Committee would be responsible for the following:

- Planning the New Student Party in September (late July) – advertising, invitations, entertainment, prizes, etc.
- Helping to put together the SOGS Dayplanner/Handbook (January-June) - the written information of SOGS and UWO services, international holidays, cover design, determining the best publisher, etc.
- Working with the executives in regards to the individual departmental Orientations (Aug-Sept, Jan, May)
- Organize the Councillor Orientation package (late Aug/early Sept)

Handbook/ Dayplanner

Due to some of the problems that have come up while using the CFS Common Handbook (i.e. later than desired publishing and receiving of the handbook, wrong advertising sizes, limited places to advertise, early deadlines, limited ability to control the layout of the Handbook), it is recommended that the VP Student Services along with the Orientation Committee investigate going with the USC again or contacting other publishers to get quotes and compare to the CFS.

Recently, questions have been raised about the number of handbooks which are actually used by students. As the handbook is expensive to produce, waste should be minimized. Therefore, we propose that rather than distribute the handbooks with the orientation packages, that they be available for students to pickup from the SOGS office. Orientation packages will still be sent out and should contain additional information on SOGS. It is hoped that this practice will give us a better idea of how many handbooks are actually used. For the first year, we should continue to order a sufficient number of handbooks to give to every graduate student in September and January term.

Newsletter

SOGS traditionally published a newsletter, called at various times Sisyphus, the Third Degree, and the Advocate. The publication helped distribute information and allowed a forum for members to ask questions and exchange opinions. As the costs of printing increased and SOGS went through some difficult financial times, the newsletter was converted to the website. However, as SOGS grows larger and offers additional programs, reviving the newsletter seems like an ideal manner to help keep the membership informed of the Society's activities.

Bulletin Boards and Website

The bulletin boards and website need to be updated more frequently than has been the practice in recent years. With regards to the website, individual committees as well as the SOGS executive should look through it and forward any suggestions (i.e. new links, updated info, etc) to the VP Student Services.

There are currently two bulletin boards out in the hall, one dedicated solely to the CFS and the other more general. An extra bulletin board should be added containing a brief description of the committees that graduate students can join as well as the services that SOGS provide (similar to the info in the SOGS Handbook).

Services

Bus Pass

As SOGS has just begun its second year of its bus pass program, it is too soon to anticipate long term consequences of the program. However, the following recommendations can be made.

1. The Society's bus pass policies should outline the elements of proof necessary to obtain a bus pass. These should be that a student is registered as a full-time student in a graduate program with membership in the Society and that at least \$450, or such other amount as determined by the Registrar to guarantee that the Society will receive its fees, of the student's tuition and ancillary fees have been paid.
2. The information regarding the documentation required to pick up a bus pass as well as the availability of the pass must be disseminated more effectively to the students.
3. The policies should be revised to reflect a difference in the replacement fee for a mutilated pass and a lost one. As the purpose of the fee is to discourage fraud, students who can return a mutilated pass should not be charged more than an administrative fee.
4. Bus Pass distribution, coupled with a recent rush to obtain International Student Identity Cards, have demonstrated that a severe strain is placed on the office staff for the few weeks around the beginning of a new term. It is therefore recommended that to ensure that other office functions are not completely suspended, that for the final week of a term and for the first two weeks of a new term, the Society's office be open to students only between 10am and 4pm.

Health Plan

As the single largest program administered by the Society, the Health Plan is a significant responsibility of the President. There are three basic areas of health plan administration and recommendations are made for each.

1. Health Plan implementation is an area in which we can improve the convenience of the plan for students considerably. With the advent of the bus pass, the Society now has information about students who will be registered full-time for the coming term and who have paid their fees. This information can be used to activate the health plan earlier for those students who have paid. This will result in students who desire to opt-out of the health plan being active on the plan for a brief period. Consequently, health plan policy will have to be that students filing a health claim in a term will be ineligible to opt-out of the plan for that term.
2. As suggested by the above, the Society needs to develop a set of comprehensive health plan policies to govern our operations. Many practices now are not codified. As well, the Health Plan Committee should be made a standing committee and given responsibility for reviewing and recommending changes to these policies.
3. With regards to coverage, there have been frequent calls for dental and vision coverage to be added to the SOGS health plan. Therefore, I am recommending that a referendum be held early 2004 to determine whether such coverage should be added.
4. The SOGS health plan carrier has already been a topic of considerable discussion by the Health Plan committee. Whether SOGS should consider an Administrative Services Only model with or without a stop-loss plan is an important discussion for the future of our health plan. The health plan committee plans to continue this discussion in the late fall and will make a recommendation to the Council shortly thereafter.

Student Saver Card, International Student Saver Card and Student Phones

I recommend that the Student Saver Card program be advertised and started in early June. Last year the packages from the CFS were sent late and we had only two weeks to secure businesses to participate in this program. As well, the CFS should be contacted and made aware that we require the same number of Student Saver Booklets as Handbooks.

Finances

A well developed policy manual would benefit SOGS in the area of finances perhaps more than in any other area of operations. Most of the expenditures of SOGS are determined by the budget at the general meeting of the membership. There are still significant elements of the budget that remain at the discretion of individuals or committees. The bylaws and the constitution place limits on spending in these areas, but these limits are not enough to guide decisions on expenditures. Directions from council or from the committees could provide some form of guide. However, too often the memory of these decisions does not survive into the next fiscal year. For these reasons, the awarding of bursaries, emergency loans, other emergency support, donations, subsidies and SOGS financial relationships are in a large part decided upon an ad hoc basis.

In the recent history of SOGS, the decision making process for these discretionary funds does not seem to have caused any significant difficulties. Still, this situation has the potential for trouble. The failure of institutional memory can lead to a misallocation of funds. Less seriously, it leads to SOGS failure to use its resources effectively for the purposes that the membership desire.

A detailed financial policy document, with information from the constitution, by-laws, council directions and finance committee, is a great assistance to maintaining institutional memory. This document would provide a guide for officers or committees of SOGS in following and developing financial policies. This document would point out to the membership the extent of the guidelines for financial decisions.

Academic Programs

Western Journal of Graduate Research

In the past 2 or 3 years, submissions to the WJGR have declined steadily. The 2002 edition received only 5 submissions, and none of these submissions came from the science related fields. The cause for this decline is unclear.

Since its inception in 1989, the WJGR has served as a showcase of UWO graduate student's work, with the goal of being a multidisciplinary journal suitable for all academic interests. The climate of peer-reviewed publication in 2003, however, has changed somewhat over the past decade. While there is little data documenting these changes, it would appear based upon conversations with students in various departments, that the majority of research at UWO is being targeted towards specialized and reputable journals within their respective fields. In other words, the WJGR, lacking a substantial impact, no longer serves to benefit the larger student body.

It is a fact that research programs at UWO have become increasingly more specialized, and with the development of new and emerging technologies, more than ever this research is gaining acceptance into main stream academic and scientific literature. However, it is recognized that in at least a few fields, this may not be the case. While students in the sciences are gaining increasing success with external publications, many students in the arts and social sciences still struggle to get their work into press. In light of this discrepancy, it is possible that the WJGR may still serve a valuable role for at least a fraction of the UWO student body. It might also help to explain why the submissions to the 2002 edition were comprised of articles from these disciplines.

Nevertheless, the WJGR occupies a significant portion of the VP Academic budget, and the question must seriously be considered of whether it represents a valuable, cost-effective product which improves the academic welfare of the UWO student body. With ever declining readership and submissions, however, it would appear that the answer to this question must be 'No'. It is hard to justify spending \$6000 each year for the potential gain of only a few graduate students, compared to programs like the Graduate Student Teaching Awards and Western Research Forum which benefit the entire student body and university as a whole.

As a solution, it has been proposed by the 2002 WJGR Editorial Board, that the WJGR not be eliminated entirely, but that it moves to an online or web-based format. Many journals already exist in this format and are operating most successfully. The editorial board feels that there is still some benefit to maintaining the WJGR, including benefits to the authors, experience gained by the editorial board, etc... Most importantly, the annual budget item of \$6000.00/year for the WJGR could be eliminated, and instead surplus funds used to perhaps boost the quality of the Western Research Forum or the TA Awards Reception.

Prior to officially moving the WJGR to an online format, however, it has been suggested that an e-mail survey be distributed to the graduate students to ascertain the general opinion in this matter (if any). Despite repeated announcements in the summer SOGS council meetings, no individuals have yet come forward with thoughts or recommendations, suggesting a general apathy to the WJGR and little resistance to moving to an online-only format. Nevertheless, consultation by the councilors with their constituents or a survey will be essential before deciding on a publication format.

Graduate Student Teaching Awards

The future of the GSTA appears to be secure. The 2002 committee wrapped up this summer and made only a few final recommendations to help improve the awards process for next year. Among those, it was recommended that the awards ceremony remain at Gibbons lodge, as it remains one of the few occasions for graduate students to be honoured at such a location. However, it was suggested that if possible, the budget for refreshments and catering be increased.

Little changes to the nomination process have been suggested. Primarily, it was decided that some care should be taken to ensure instructions to students are given clearly and consistently. Also, it was decided that evaluations should be required only from class sections in which a TA was nominated (e.g. in situations where a TA handles multiple sections). Finally, price quotes from Scantron Inc., have been received for a GSTA evaluation form similar to the course evaluation form used by UWO. The printing cost of these forms is comparable to the cost of our current generic forms and photocopied questionnaire form. However, there is a one-time creation fee from Scantron of approximately \$350. The current GSTA committee is contemplating this additional cost and the potential convenience and time savings of a single, scannable, evaluation form.

Academic Committee

The Academic Committee had been known unofficially as the "Western Research Forum Committee" because the WRF has been its primary (and only) focus. As such, the WRF holds excellent potential, and it is hoped that in 2004, more of this potential might be realized. Final comments from last years WRF committee were not received, however a few suggestions to improve the event include, better advertising, a better key-note speaker, and better refreshments. These improvements should help boost attendance of this event.

Finally, the Academic Committee has been blessed with numerous members this year, so in accordance with the bylaws, the committee is currently entertaining thoughts of supporting or establishing academic events in addition to the WRF. Feedback is welcome on either the WRF or any other potential academic events the Academic Committee should support. It is expected that councilors will have valuable input on this matter based on the concerns of their respective departments.

Social Services

New Student Party

This party continues to be a success for both SOGS and the Grad Club as it allows all new graduate students to get a chance to become familiar with the SOGS executive and office staff as well as the Grad Club. Unlike last year, this year we sent out personal invitations to the new graduate students. This was well received by the new graduate students and helped out the office staff when “checking in” the graduate students. This is also a good idea because it limits the number of returning graduate students who attend.

One point that Bruce made was that we specify that “light snacks” will be provided as some graduate students were under the impression that a meal would be provided.

Having the party on a Thursday night is a good idea as entertainment is provided by Rick McGhie who plays from 9-11 on Thursdays. An extra cost is incurred if he starts earlier as we did this year (he started at 8 instead of 9 so we paid for the extra hour). In the past comedians have been hired and as well as being expensive, they have offended some graduate students.

The Grad Club

The Grad Club Committee’s role as described by the bylaws is far more limited than that which it has come to play. It is suggested that the committee make recommendations to council on its appropriate role.

As the VP Student Services is responsible for the promotion of Grad Club social events, in the future the VP should establish monthly meetings with the Grad Club manager or assistant manager. This will allow upcoming events to be better advertised in the different departments, on the SOGS website and in the SOGS office.

Advocacy

CFS

As per our bylaws, the VP External is designated to be the Local 47 Director of the Ontario Executive of the Canadian Federation of Students (CFS) with duties specified in, and subject to, the CFS Ontario Bylaws. The BCC committee has identified that technically this is a conflict of interest, and is currently working to sort out the matter. It is recommended that the VP External still be the primary executive member overseeing communication with the Canadian Federation. This will involve selecting delegates to the various meetings: executive meetings, annual general meetings, provincial meeting, and national graduate caucus meetings. It is recommended that the GSIC meetings provide a forum for the preparation of the delegate(s) to represent SOGS at the CFS meetings.

Graduate Student Issues Committee

GSIC should continue to monitor, assess, and respond to issues pertaining to the quality and accessibility of graduate education and work to keep graduate students informed of these issues. GSIC should also be actively involved in the selection of non-executive members of the Society to be dispatched as delegates to the general meetings of the Canadian Federation of Students. GSIC should be actively involved in the representation of SOGS issues at CFS meetings.

Equity Issues and Social Justice Committee

The Equity Issues and Social Justice committee is mandated to ensure that the equity needs of the Graduate student body are identified and met. The committee should continue its work through the following activities:

- 1) Putting forward its mission statement, mandate, policy and strategy manual
- 2) Move towards becoming a standing committee
- 3) Conducting a survey to identify equity issues that affect students on our campus
- 4) Organization of campaigns, and days of action such as the Celebration of Diversity, and the Accessibility Rally, and
- 5) Outreach – networking and maintaining contact with various organizations on and off campus, and the media.

International Student Issues Committee

Over the last year the ISIC has once again become active. We have held a couple of information sessions at the beginning of new terms to make international graduate students aware of this committee and encourage them to join the committee so that SOGS can make their graduate experience more enjoyable. In conjunction with the SDC we have hosted a few potluck dinners as well as a family dinner (both held at the GC) I think that these events have been successful and should continue. It is recommended that the committee should meet once a month as opposed to the current once or twice a term.

Grad Club 2004 Expansion Food Operations Survey:

The Grad Club is planning on making some changes in the next 8 months. Expanded capacity and new kitchen facilities are the principle goals. As always, we strive meet the needs of our clientele while respecting University and Liquor License rules and regulations. To this end we are asking for your assistance by completing this questionnaire.

Please submit your completed survey to the bar by January 23, 2004 (or mail to Room 19 Middlesex College) and you could win a Black and Decker Coffee Maker!

Membership affiliation: (Choose one)

- Graduate Student
- Faculty Associate Member
- Annual Lifetime
- Staff Associate Member
- Annual Lifetime
- Mature Student Associate Member

I have been a member/user of the Grad Club (choose one)

- 1 year or less
- 2 years or less
- 5 years or less
- 10 years or less
- More than 10 years

I enjoy the Grad Club for it's:

(Rank each from 1 to 5 with 1 indicating most important to 5 indicating least important)

- Atmosphere
- Appearance
- Food service
- Alcoholic Beverage service
- Location
- Other (specify) _____

Indicate service option you prefer: (choose one)

- Full Table Service
- Self-Serve: Counter service
- Hybrid, self-serve with full service available

I use the Grad Club *Primarily* for:

(Mark appropriate – one only please)

- Coffee Breaks/Between classes
- Lunch
- Dinner
- Special Occasions Only
- Friday Afternoon “Happy Hour”
- Summer Patio
- Other

My Choice of Grad Club for food purchases is based on: (Rank each from 1 to 5 with 1 indicating most important factor to 5 indicating least important factor)

- Speed of Service
- Variety offered
- Price point
- Location
- Lack of alternatives
- Daily Specials
- Food Quality
- Healthy Alternatives
- Friendliness of Staff
- Summer BBQ
- None of the Above _____

How often do you use the services offered by the Grad Club?

- 4 days a week
- 3 days a week
- 2 days a week
- 1 day a week
- Less than once a week

Indicate the style of food service you prefer:

- Roadhouse
- Fast Food
- Café style (full service)
- Marché (buffet) Style
- Cafeteria Style
- Delicatessen
- Other (specify) _____

How important is the availability of Healthy food alternatives: (choose one)

- Extremely important
- Very important
- Important
- Somewhat important
- Not very important
- Not at all important

How important are reusable Dishes and Cutlery: (choose one)

- Extremely important
- Very important
- Important
- Somewhat important
- Not very important
- Not at all important

How important to you is the availability of Vegetarian options: (choose one)

- Extremely important
- Very important
- Important
- Somewhat important
- Not very important
- Not at all important

How important to you is the availability of Vegan options: (choose one)

- Extremely important
- Very important
- Important
- Somewhat important
- Not very important
- Not at all important

How important to you are “Pub Grub” options, fries, wings, etc: (choose one)

- Extremely important
- Very important
- Important
- Somewhat important

- Not very important
- Not at all important

For overall satisfaction how important are the following: (please rank each item: 1 highest importance to 5 lowest importance)

- Quality of food relative to price
- Quantity of food relative to price
- Overall value of food and service
- Visible signage of menu information
- Variety of the menu
- Providing healthy options
- Offering new menus to keep pace with changing food trends
- Appearance of employees
- Speed of service
- Consistency of food quality
- Management regularly seeks feedback from patrons
- Availability of Branded food concepts
- Having a “homemade meal”

Comments:

Thanks for your input! Please leave your email address to qualify for the Black and Decker Coffee Maker Draw.

Email Address: _____



**Society of Graduate Students
Alternate Councillor/Proxy Form**

The purpose of this form is:

ALTERNATE COUNCILLOR DESIGNATION

or

PROXY DESIGNATION

First and last names of Issuer (please print)

Student No.

Department, unit, or constituency of Issuer

E-mail address of Issuer

*Duration of leave (dates) Only applicable to
Alternate Councillors*

ALTERNATE COUNCILLOR/PROXY VOTER

First and last names (please print)

Student No.

Department, unit, or constituency (for verification purposes of Alternate Councillors)

E-mail address

AUTHORIZATION

Signature of Issuer

Signature of Receptient

Date

RECEIVED (FOR OFFICE USE ONLY)

**Please return completed form to the SOGS office before the next meeting of Council.
Room 260, University Community Centre • Fax: (519) 661-3374**