

**SOCIETY OF GRADUATE STUDENTS
FEBRUARY 5, 2004 ANNUAL GENERAL MEETING**

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SOCIETY OF GRADUATE STUDENTS ANNUAL GENERAL MEETING

AGENDA

February 5, 2004

6:00 p.m.

Kresge Building Room K106

1. Ratification of Agenda
2. Announcements
3. SOGS 2003/2004 Budget
BIRT SOGS adopt the proposed SOGS budget for 2004/2005.
4. Executive Reports
 - a) President, Daryl White
 - b) VP Academic, Graydon Raymer
 - c) VP External, Anne Escrader
 - d) VP Finance, Dylan Gault
 - e) VP Student Services, Ben Hedley
5. Orders of the Day
 - a) Motions arising from Bylaws & Constitution Committee
 - b) Motions arising from SOGS President
6. Open Forum

Orders of the Day

Motion Arising from the Bylaws and Constitution Committee

BIRT SOGS adopt the following amendments to the SOGS Constitution:

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).”

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).”

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

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

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

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

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.”

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.

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”

Article V, Section 1d, i. will be created, and will read: “access to financial programs of the Society subject to the provisions of the programs”.

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

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

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:”

Article V, Section 2d, i. will be created, and will read: “participation is Society programs which prohibit the participation of associate members.”

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.”

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 and/or SOGS Canadian Federation of Students Liaison for more than a lifetime cumulative maximum of 28 months.”

Article VI, Section 5c 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.”

Motions Arising from the SOGS President

BIRT SOGS authorize the SOGS President to renegotiate the University Community Centre Agreement of 1993 with the USC

BIFRT SOGS authorize the SOGS President to terminate the 1993 agreement if a new agreement which satisfactorily addresses SOGS' concerns cannot be reached

BUDGET SUMMARY

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

Proposed

	2003-2004	2004-2005	
	BUDGET	BUDGET	
	Approved	Proposed	
OPERATING REVENUE			
I	Membership Fees	166,114	177,319
II	Health Plan Administration Fees	38,216	41,177
III	Bus Pass Administration Fees	2,348	2,495
IV	Grad Club	49,900	43,085
V	Faculty of Graduate Studies	10,000	1,000
VI	Other	37,335	38,250
	TOTAL OPERATING REVENUE	303,914	303,326
OPERATING EXPENSES			
VII	Wages, Benefits, and Contributions	138,555	140,786
VIII	Administration and Office	26,675	26,870
IX	Executive	6,600	6,100
X	President	300	300
XI	Vice-President Academic	21,550	19,150
XII	Vice-President External	11,200	12,100
XIII	Vice-President Finance	200	200
XIV	Vice-President Student Services	13,350	14,200
XV	Speaker	1,150	1,550
XVI	Membership Disbursements	77,995	75,995
	CONTINGENCY FUND	6,078	6,067
	TOTAL OPERATING EXPENSES	303,653	303,317
	SURPLUS(DEFICIT)	260	9

BUDGET

Society of Graduate Students
 Fiscal year May 1, 2004 to April 30, 2005
 To be approved at AGM, February 5, 2004

		2003-2004	2003-2004	2003-4	2004-2005
		APPROVED	ACTUALS	PROJECTED YEAR-END	PROPOSED
			(May to Dec. 2003)		
REVENUE					
I	SOGS Membership Fees				
4010	Full-time Students	151,157.65	99,917.58	149,919.58	162,678.00
4020	Part-time Students	14,956.01	10,493.34	14,837.34	14,641.00
	Sub-total	166,113.66	110,410.92	164,756.92	177,319.00
II	CFS Membership Dues				
4040	Full-time Students	29,747.60	19,693.18	29,537.18	32,043.00
	Part-time Students	2,942.56	2,129.12	2,984.12	2,878.00
	Sub-total	32,690.16	21,822.30	32,521.30	34,921.00
III	Health Plan Administration Fees				
4110	Full-time Students Health Plan Premiums	436,375.80	281,343.85	423,437.85	462,419.00
4115	Full-time Students HP Admin Fees	38,216.41	25,270.50	39,020.50	41,177.00
4120	Health Plan FT Family Opt-In	9,694.80	10,754.86	14,560.46	11,416.80
4125	Health Plan PT Opt-In	940.44	2,370.53	2,816.23	3,000.00
	Sub-total	485,227.45	319,739.74	479,835.04	518,012.80
IV	Bus Pass Fees				
4060	Bus Pass Fees	294,769.20	188,229.48	284,070.48	321,608.00
4065	Bus Pass Administration Fees	2,348.49	3,460.02	4,219.02	2,495.00
	Sub-total	297,117.69	191,689.50	288,289.50	324,103.00
V	Grad Club				
4030	Administration Fee	25,000.00	16,666.64	24,999.96	26,960.00
4045	Bursary Subsidy - Travel	6,000.00	2,000.00	6,000.00	7,500.00
4050	Bursary Subsidy - Child Care	900.00	275.00	900.00	1,125.00
	Bursary Subsidy - Out of Province	3,000.00	1,750.00	7,500.00	7,500.00
4055	Operating Subsidy	15,000.00	32,505.20	32,505.20	0.00
	Sub-total	49,900.00	53,196.84	71,905.16	43,085.00
VI	Faculty of Graduate Studies				
4310	President's Salary Subsidy	1,200.00	1,200.00	1,200.00	0.00
4320	WJGR Subsidy	2,000.00	0.00	0.00	0.00
4330	WRF Subsidy	1,500.00	1,500.00	1,500.00	0.00
4340	GSTA Subsidy	4,000.00	4,000.00	4,000.00	0.00
4350	New Student Orientation Subsidy	300.00	300.00	300.00	0.00
	CAGS Attendance Subsidy	1,000.00	1,000.00	1,000.00	1,000.00
	Sub-total	10,000.00	8,000.00	8,000.00	1,000.00
VII	Other				
4215	Bank Interest	85.00	4,091.41	1,782.29	2,500.00
4500	Advertising in Handbook/Dayplanner	2,000.00	4,400.00	4,400.00	4,000.00
4521	GTA Union Contributions	3,200.00	3,200.00	3,200.00	3,200.00
4600	Sale of Merchandise	50.00	0.00	40.00	50.00
9999	Retained Revenue	32,000.00		24,000.00	28,500.00
4998	Miscellaneous	0.00	199.40	199.40	0.00
	Sub-total	37,335.00	11,890.81	33,621.69	38,250.00
TOTAL REVENUE		1,078,383.96	716,750.11	1,078,929.61	1,136,690.80

BUDGET

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

To be approved at AGM, February 5, 2004

		2003-2004	2003-2004	2003-4	2004-2005
		APPROVED	ACTUALS	PROJECTED YEAR-END	PROPOSED
			(May to Dec. 2003)		
EXPENSES					
VIII	Membership Disbursements				
5110	Health Plan Premiums	406,011.04	262,126.52	403,424.21	434,835.80
5115	Health Plan Discretionary Funds	750.00	170.85	500.00	16,750.00
5120	CFS Membership Dues Full and Part-time Students	32,690.16	9,779.00	32,521.30	34,921.00
5125	Bus Pass Fees	294,769.20	169,509.75	284,070.48	321,608.00
5130	Bus Pass Administration		836.99	1,200.00	1,000.00
5305	Departmental Grants	10,000.00	3,727.23	6,000.00	10,000.00
5341	Recompense Program	750.00	703.00	800.00	1,000.00
5355	Emergency Loan Delinquency	1,000.00	0.00	1,000.00	1,000.00
5360	Elections/Referenda Grants	1,195.00	0.00	1,195.00	995.00
5435	Premium Refunds - Full-time Students	41,000.00	35,876.08	48,232.08	42,000.00
5810	Bursaries - Child Care	1,800.00	1,800.00	1,800.00	2,250.00
5820	Bursaries - Travel	12,000.00	8,178.24	12,000.00	15,000.00
	Bursaries - Out of Province	15,000.00	9,000.00	15,000.00	15,000.00
	Scholarship	5,000.00	0.00	5,000.00	5,000.00
	Bursary Endowment	25,500.00	0.00	24,000.00	0.00
	Student Emergency Fund	5,000.00	0.00	5,000.00	8,000.00
	Sub-total	852,465.40	501,707.66	841,743.07	909,359.80
IX	Wages, Benefits, and Contributions				
5205	Salary - President	14,092.00	9,195.84	13,563.84	14,344.51
5207	Salaries - Vice-Presidents	28,184.00	18,099.41	27,355.41	28,694.85
5212	Wages - Staff	81,106.77	53,663.25	79,343.25	83,350.75
5270	Wages - Temporary Staff	0.00	0.00	0.00	0.00
5214	Speakers Stipend	1,800.00	1,200.00	1,800.00	1,800.00
5220	Employer's Contribution - EI	5,305.46	2,302.72	3,475.59	5,434.77
5225	Employer's Contribution - CPP	3,331.33	3,226.03	3,247.09	3,412.53
5230	Employer's Contribution - WSIB	703.28	406.02	614.02	669.87
5235	EHT Expense	-	-	-	-
5250	Wages - Accrued	0.00	0.00	0.00	0.00
5325	Staff Benefits/Training	4,032.35	1,977.58	2,376.90	3,078.40
	Sub-total	138,555.21	90,070.85	131,776.09	140,785.69
X	Administration and Office				
5315	Accounting Fees	5,100.00	3,850.00	5,850.00	6,000.00
5319	Legal Fees	500.00	500.00	1,000.00	750.00
5320	Insurance - Office Liability	1,700.00	861.12	1,361.12	1,600.00
	Insurance - Officer and Director Liability	1,500.00	0.00	0.00	1,500.00
5330	Photocopier Usage	1,400.00	604.80	1,300.00	1,400.00
5331	Equipment Rentals/Charges	6,000.00	4,471.05	6,871.05	7,200.00
5332	Stationery	500.00	193.95	400.00	500.00
5333	Postage/Courier	1,500.00	577.32	657.32	900.00
5335	Miscellaneous Supplies	125.00	362.88	400.00	300.00
5339	Office Supplies	3,000.00	1,767.84	2,367.84	2,500.00
5345	Capital Acquisitions/Depreciation	3,600.00	987.00	3,000.00	3,000.00
5350	Bank Charges	800.00	921.77	1,382.66	720.00
5370	Repairs/Maintenance	450.00	0.00	450.00	250.00
5337	Computer Software	500.00	160.92	250.00	250.00
	Sub-total	26,675.00	15,258.65	25,289.99	26,870.00

BUDGET

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

To be approved at AGM, February 5, 2004

		2003-2004	2003-2004	2003-4	2004-2005
		APPROVED	ACTUALS	PROJECTED YEAR-END	PROPOSED
			(May to Dec. 2003)		
XI	Executive				
5365	Promotion/Advertising	500.00	0.00	250.00	250.00
5570	Special Events	1,000.00	292.05	500.00	750.00
5625	Meetings/Conferences	1,500.00	499.84	750.00	1,000.00
5640	Sponsorship/Donations	2,000.00	640.00	1,500.00	1,000.00
5710	Honoraria	1,500.00	0.00	1,500.00	3,000.00
5390	Mileage	100.00	0.00	100.00	100.00
	Sub-total	6,600.00	1,431.89	4,600.00	6,100.00
XII	President				
5375	Expenses	300.00	0.00	200.00	300.00
	Sub-total	300.00	0.00	200.00	300.00
XIII	Vice-President Academic				
	Advertising and Promotional Materials	500.00	0.00	500.00	500.00
5725	WJGR Advertising	350.00	0.00	0.00	500.00
5727	WJGR Layout and Printing	6,000.00	6,329.88	6,329.88	750.00
5730	WRF Prizes	1,250.00	0.00	1,250.00	1,250.00
5732	WRF Advertising	500.00	0.00	500.00	750.00
5734	WRF Guest Speaker	500.00	0.00	500.00	1,000.00
5735	WRF Refreshments/Catering	800.00	0.00	1,000.00	1,500.00
5736	WRF Room Booking	300.00	0.00	300.00	500.00
5746	WRF Materials	250.00	0.00	250.00	500.00
5737	GSTA Materials and Form Scanning	400.00	85.09	500.00	400.00
5740	GSTA Prizes	9,600.00	0.00	9,600.00	9,600.00
5742	GSTA Advertising	400.00	58.82	400.00	400.00
5745	GSTA Reception	700.00	0.00	1,200.00	1,500.00
	Sub-total	21,550.00	6,473.79	22,329.88	19,150.00
XIV	Vice-President External				
5440	Media/Subscriptions	300.00	0.00	300.00	300.00
5610	Canadian Federation of Students Meetings	9,000.00	6,562.24	9,000.00	9,000.00
5620	Campaigns/Advocacy	1,400.00	495.44	1,400.00	1,400.00
5650	Speakers, Conferences	500.00	274.42	500.00	500.00
9999	CFS Liason Honorarium				900.00
	Sub-total	11,200.00	7,332.10	11,200.00	12,100.00
XV	Vice-President Finance				
5377	Expenses	200.00	0.00	200.00	200.00
5380	Research/Projects	0.00	0.00		0.00
	Sub-total	200.00	0.00	200.00	200.00
XVI	Vice-President Student Services				
5399	Merchandise	450.00	0.00	450.00	450.00
5410	Handbook/Dayplanner Advertising Commission	0.00	0.00	0.00	0.00
5420	Handbook/Dayplanner Editor	-	0.00	0.00	-
5430	Handbook/Dayplanner Printing	9,500.00	9,125.00	9,125.00	10,000.00
5520	Orientation - New Students	2,500.00	997.25	2,205.38	2,500.00
5530	Orientation - Councillors	400.00	450.51	450.51	500.00
5630	Orientation - International Students	500.00	38.79	400.00	500.00
5550	Sports Awards Ceremonies	0.00	0.00		0.00
5560	Sports	0.00	0.00		0.00
5615	CFS – Programmes	250.00	45.00	200.00	250.00
	Sub-total	13,600.00	10,656.55	12,830.89	14,200.00

BUDGET

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

To be approved at AGM, February 5, 2004

	2003-2004	2003-2004	2003-4	2004-2005
	APPROVED	ACTUALS	PROJECTED YEAR-END	PROPOSED
		(May to Dec. 2003)		
XVII Speaker				
5450 Council Packages	200.00	0.00	100.00	200.00
5340 Meetings/Elections/Referenda Administration	150.00	0.00	150.00	150.00
5455 Council Meeting Expenses	800.00	256.62	800.00	1,200.00
Sub-total	1,150.00	256.62	1,050.00	1,550.00
Sub-total Expenses	1,072,295.60	633,188.11	1,051,219.92	1,130,615.49
CONTINGENCY FUND	6,078.27	4,244.58	6,430.47	6,066.52
TOTAL EXPENSES	1,078,373.87	637,432.69	1,057,650.38	1,136,682.01
SURPLUS(DEFICIT)	10.09	79,317.42	21,279.23	8.79

PER TERM FEE SCHEDULE *

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

SOGS FEES [1] <i>For approval</i>	2003-2004 FINAL		2004-2005 PROPOSED	
	Full-time	Part-time	Full-time	Part-time
Health Plan Administration Fee [2]	5.50	0.00	5.59	0.00
Membership Fee [3]	21.74	14.48	22.08	14.71
Bus Pass Administration Fee [4]	0.33	0.00	0.34	0.00
Sub-total	27.57	14.48	28.01	14.71
Difference			+0.44	+0.23
SOGS - PER YEAR (3 terms)	82.71	43.44	84.03	44.13
Difference			+1.32	+0.69
OTHER FEES [5] <i>For information</i>	2003-2004 APPROVED		2004-2005 PROPOSED	
	Full-time	Part-time	Full-time	Part-time
CFS Membership Fee [6]	4.28	2.85	4.35	2.89
Health Plan Premiums [7]	61.78	0.00	62.77	0.00
Bus Pass Fee [8]	41.67	0.00	44.17	0.00
Sub-total	107.73	2.85	111.29	2.89
Difference			+3.56	+0.04
OTHER - PER YEAR (3 terms)	323.19	8.55	333.87	8.67
Difference			+10.68	+0.12
ALL FEES - PER YEAR (3 terms)	405.90	51.99	417.90	52.80
Difference			+12.00	+0.81

NOTES

* Changes to fees do not come into effect (i.e., collected by the University) until September 1.

1. Fees that support the Society's operations. Approved in conjunction with proposed annual budget at the Society's AGM.
2. To support administration of the health plan. Levied on full-time students in conjunction with health plan premiums.
3. Annual minimum increase by the rate of Core CPI in the previous year (assumed for budgeting purposes to be 1.6%). The part-time fee is two-thirds of the full-time fee.
4. To support administration of the bus pass. Levied on full-time students in conjunction with the bus pass fees.
5. Other annual fees are those that are collected by the Society but that do not support the Society's operations.
6. Contractually collected and remitted in trust. Rates are collectively set by members of the Federation (including SOGS).
7. Contractually remitted. Premiums are set by the provider and this figure represents an anticipated maximum, but actual premiums will be charged as of September 1
8. Contractually remitted. Bus Pass fees are set by LTC and this figure represents an anticipated maximum, but actual premiums will be charged as of September 1

NOTES TO APPROVED ANNUAL BUDGET

Society of Graduate Students

Fiscal year May 1, 2004 to April 30, 2005

I. MEMBERSHIP FEES

- 4010** Based on 2003-4 enrollment and FGS enrollment projections for 2004-5. Projection of 2100 students for the summer term and 2650 for the fall and winter terms. NB: ADJUSTED FEES ARE NOT COLLECTED BY THE UNIVERSITY UNTIL SEPTEMBER 1.
- 4020** Based on previous estimates. Average of 350 students (300 for summer term) multiplied by proposed membership fee over two terms and existing membership fee over one term.

II. CFS MEMBERSHIP FEES

- 4040** Canadian Federation of Students membership fees are collectively set by members of the Federation (including SOGS). The Society is contractually and legally obligated to collect and remit the fees. The fees do not constitute 'operating revenue' for the Society.
- 9999** To ensure that part-time membership fees are collected and not forgotten, as they have been in the past. Part-time fees are pro-rated as per Federation policy and thus, set at two-thirds of the fee for full-time students in 2004-2005.

III. HEALTH PLAN ADMINISTRATION FEES

- 4110** Automatically collected by the University and remitted to the Society. Administration fee is extra and is accounted for in line item 4115.
- 4115** Based on student enrolment figures as in line item 4010 multiplied by proposed health plan administration fee over two terms and existing fee over one term. For full-time students, the fee is collected automatically and is not refundable.
- 4120** Voluntarily purchased by individual students. Estimate is based on previous few years.
- 4125** Voluntarily purchased by individual students. Estimate is based on previous few years.

IV. Bus Pass Fees

- 4060** Automatically collected by the University and remitted to the Society.
- 4065** Based on student enrolment figures as in line item 4010 multiplied by proposed bus pass administration fee over two terms and existing fee over one term.

V. GRAD CLUB

- 4030** The administration fee, levied on the Grad Club by SOGS on a cost-recovery basis, covers office equipment rentals, Accounting Manager's time, Office Manager's time, postage/stationery, and advertising.
- 4045** The Grad Club subsidizes the Travel Bursaries for half of their value.
- 4050** The Grad Club subsidizes the Child Care Bursaries for half of their value.
- 4052** The Grad Club will subsidize one-fifth the value of the Out of Province bursaries.
- 4055** The operating subsidy (formerly 'profit sharing'), from the Grad Club to SOGS, is calculated at 40% of the Grad Club's projected income from operations, less forgivable loans. For 2004-5, we do not expect any profit to account for changes and expenses relating to the Grad Club renovation. Any profit gained by the Grad Club will be assigned to renovation related expenses or remitted to the general SOGS finances as determined by the Executive.

VI. FACULTY OF GRADUATE STUDIES

- 4310** The Faculty of Graduate Studies has traditionally subsidized the Graduate Student Teaching Awards, the new student orientation, the President's salary, the Western Journal of Graduate Studies, the President's attendance at the CAGS conference, and the Western Research Forum. Due to the failure of FGS to provide
- 4330** these funds in a timely and regular manner, this budget does not rely on these funds. If these funds are
- 4340** forthcoming, then they should be allocated to the Student Emergency Fund, unless recommended otherwise by
- 4350** the Finance Committee or the Executive.

VII. OTHER

- 4215** Based on projection of 2003-2004 bank interest revenue and expected expenditures of cash reserves.
- 4500** Estimate based on previous year's success at selling advertising.
- 4521** The GTA Union has contractually agreed to subsidize a portion of the GSTA award monies.
- 4600** Merchandise includes SOGS sweatshirts.
- 9999** This line item represents a conservative estimate of the 2003-4 surplus. For the 2004-2005 year, this line item also includes funds generated by a discrepancy in health plan membership fee (\$16000). **Note: Because of its fluctuating nature, revenue from surplusses should not be normally used to fund ongoing projects.**
- 4998** Includes donations from other sources, such as the University's administration. No other revenue is expected at this time.

VIII. MEMBERSHIP DISBURSEMENTS

- 5110** Actual remittance of health plan premiums to the plan provider. This is the amount collected minus the amount returned in opt outs (line 5435).
- 5115** Allowance for miscellaneous costs arising from the health plan - especially drugs not covered under the national formulary (\$750). For thr 2004-2005 year, this also includes funds arising from overpayments to the health plan. These funds are to be allocated as directed by the Health Plan Committee and approved by Council (\$16,000).
- 5120** Actual remittance of membership dues to the CFS.
- 5125** Actual remittance of bus pass fees to the LTC.
- 5130** Direct expenses in administering bus pass program. Only printing costs are currently expected.
- 5305** Based on 2002-2003 actual and projected actual for 2003-4. Allows for a slight increase in the base amount granted to departments.
- 5341** SOGS participation incentive program. Grad Club vouchers as compensation for volunteers.
- 5355** Allowance for unpaid emergency student loan debts. With increases in the amount of the loan available, this line item has been increased.
- 5360** Provisions for Presidential candidates and yes/no campaigns. Elections: \$75/candidate, 3 candidates, 2 ads at \$80 each, electronic voting administration costs \$150. Referenda: \$75/side, 2 ads at \$80 each, electronic voting administration costs \$150.
- 5435** Refunds to those full-time students who opt-out of the plan. Administration fee is not refunded.
- 5810** Equally co-subsidized by the Grad Club and SOGS. Five bursaries per term at \$150 each.
- 5820** Equally co-subsidized by the Grad Club and SOGS. One-third of the total is available per term. \$200 maximum bursary.
- 9999** Bursary to attempt to balance OSOTF for non-resident students. Ten bursaries per term at \$500 each.
- 9999** To be used to fund a SOGS scholarship(s). The actual form of the award to be determined by the Finance Committee.
- 9999** Because of the large surplus projected for 2002-3, it was proposed to add to our existing long-term investment.
- 9999** An exigency fund used to help students in immediate need. This will likely be used at least in part in cooperation with FGS own exigency program.

IX. WAGES, BENEFITS, AND CONTRIBUTIONS

- 5205** The President's annual salary is paid according to the monthly wage rate of Teaching Assistants, as per a resolution of a SOGS general meeting. The President is paid every two weeks. For the purposes of budgetting, the TA 8 month pay is assumed to increase by \$250 for the 2004-2005 year.
- 5207** The annual salary of each of the four Vice-Presidents is paid according to one-half of the monthly wage rate of Teaching Assistants, as per a resolution of a SOGS general meeting. Vice-Presidents are paid once per month, at the end of the month.
- 5212** Wages of the Office Manager and the Accounting Manager, as negotiated by the President and to be approved by Council.
- 5270** Wages for temporary staff, no expenditures are expected.
- 5214** Speaker's stipend. Paid at the rate of \$150 per month.
- 5220** Current government rate for all wages and salaries.
- 5225** Current government rate for all wages and salaries.
- 5230** Current government rate for all wages and salaries.
- 5235** Line item for accounting purposes only.
- 5250** Line item for accounting purposes only.
- 5325** Staff benefits and training, including staff health plans, matching RRSP contributions, and signing bonuses.

X. ADMINISTRATION AND OFFICE

- 5315** Based on projected increase in fees for externally provided accounting services.
- 5319** Conservative estimate for unexpected legal costs.
- 5320** Office insurance. Approved by Council on January 27, 2000.
- 9999** Liability coverage to protect the Society's Officers and Directors in the execution of their duties.
- 5330** Based on projected usage for 2003-2004
- 5331** Based on projected usage for 2003-2004
- 5332** Based on projected usage for 2003-2004
- 5333** Based on projected usage for 2003-2004
- 5335** Includes office kitchen supplies.
- 5339** Based on projected usage for 2003-2004
- 5345** Budgeted for replacement of furniture/equipment according to accounting principles.
- 5350** Based on projected consistency in fees for bank service charges.
- 5370** Includes repairs/maintenance of equipment.
- 5377** To ensure the purchase of new software as needed. Primarily used to purchase accounting software.

XI. EXECUTIVE (COLLECTIVE)

- 5365** For promoting the Society and its programs/services.
- 5570** For special events to promote the aims of the Society.
- 5625** For external meetings/conferences (other than CFS general meetings) attended by any executive member.

- 5640** To support graduate student initiatives on campus and other campaigns.
- 5710** Consolidates 5744, 5270, 5722, 5733, 5215, 5213. Honoraria for committees are disbursed according to the wishes of individual committees.
- 5390** Allowance for mileage/transportation for local activities associated with executive responsibilities such as advertising solicitation, material purchase, etc.

XII. PRESIDENT (PORTFOLIO)

- 5375** For informal meetings related to SOGS business and miscellaneous expenses.

XIII. VICE-PRESIDENT ACADEMIC (PORTFOLIO)

- 5700** To provide merchandise and advertising to promote SOGS academic programs.
- 5725** Estimate for posters and newspaper advertisements.
- 5727** Estimate of layout costs for an on-line journal.
- 5730** Sponsored by SOGS. Three first place awards at \$250 and four runner-up awards at \$125. (Categories include: oral arts/social sciences; oral biosciences/physical sciences; poster.) At one time, FGS sponsored half of these awards.
- 5732** Conservative allowance for posters and newspaper advertisements. More widespread advertising promotion is needed. In the past, the University's Vice-President Research has donated \$500 to the WRF for promotion. The GTA Union has also donated money to the event.
- 5734** Conservative allowance for guest speaker expenses, honorarium, etc.
- 5735** Based on past experience.
- 5736** For costs associated with compulsory custodial services for rooms reserved at the university, especially on weekends.
- 5746** Materials for the actual event.
- 5737** Includes cost of scanning forms through the Social Science Computing Lab (approximately \$400).
- 5740** GSTA award money is provided jointly by FGS, GTAU, and SOGS. Sixteen awards, \$600 each.
- 5742** Conservative allowance for posters and newspaper advertisements.
- 5745** The reception is traditionally held at Gibbons Lodge with one-half of associated expenses being covered by the President of the University.

XIV. VICE-PRESIDENT EXTERNAL (PORTFOLIO)

- 5440** For subscriptions to print media for the SOGS office, and for developing/supporting graduate student media on campus.
- 5610** For delegate fees and expenses associated with general meetings of the Canadian Federation of Students. As decided by Council, SOGS is mandated to send at least two delegates to every general meeting of the Federation including one non-executive member. Based on projected costs for 2002-3.
- 5615** For expenses associated with the local administration of Canadian Federation of Students programmes
- 5620** For implementing campaigns and advocating on behalf of all graduate students, as determined by Council and at meetings of the Canadian Federation of Students.
- 5650** To enable the VP External to arrange for guest speakers or conferences on issues of interest to graduate students.

XV. VICE-PRESIDENT FINANCE (PORTFOLIO)

- 5377** For informal meetings related to SOGS business and miscellaneous expenses.
- 5380** For researching graduate student finances, etc. (e.g., by survey). No such expenses are anticipated.

XVI. VICE-PRESIDENT STUDENT SERVICES (PORTFOLIO)

- 5399** For merchandise acquisition to sell and distribute to raise the profile of the Society
- 5410** For services hired, if necessary.
- 5420** For services hired, if necessary.
- 5430** Traditionally higher, the decision to use a CFS common handbook has provided a guarantee of substantially lower costs. This figure is the projected maximum.
- 5520** Costs associated with beginning-of-year social event for all new graduate student members of SOGS. Based on past experience.
- 5530** Costs associated with beginning-of-year social event for Councilors.
- 5630** Costs associated with social events for International Students.
- 5550** Costs associated with sports awards ceremony/reception. Held at the Grad Club in the past. No expenditure anticipated
- 5560** Fee formerly paid to the university for graduate student access to sports. Now provided for costs associated with graduate student sport. No expenditure anticipated



President
February 5, 2004 Annual General Meeting Report
Daryl White (sogs.president@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Fellow SOGS Members,

The past year and the one to come are exciting times for SOGS. We have undertaken steps to streamline and modernize our organization. We are also in the process of planning for an expanded Grad Club. It is my fervent hope that the organization we have worked hard to build in months past and will continue to build in the months ahead will represent the finest spirit of graduate students at Western and will leave our successors a strong student government and a proud tradition to continue.

Last month at Council, the Executive presented its recommendations for SOGS governance and programs. We are now working towards implementing these changes. The other executive members will doubtless tell you about the important developments in their programs. I will therefore restrict my comments to a few key areas.

In SOGS governance, the Bylaws and Constitution Committee is reviewing a proposal I submitted to significantly revise and reorganize our bylaws. Among the things proposed is increasing the departmental grants given each term in the hopes that this will strengthen program and departmental graduate student organizations. A former FGS Dean once called graduate students “the lost souls of the campus.” In some ways, it is an apt description. Graduate students are scattered across campus, organized in small program groups. There is no sense of a broader graduate student community. This has made it difficult to identify and raise graduate student issues with the administration. At the same time, to ensure that our own organization remains democratic, I have suggested that our bylaws require that SOGS councillors be appointed either by such departmental graduate student organizations or where no such organization exists, to submit a petition signed by a specific number of students in their program.

If there is a general thrust of the bylaw changes, it is clearer policies. Our bylaws have not been substantially revised in a number of years. At the same time, SOGS has grown dramatically in membership and scope of operations. As our former speaker, Ryan Robb, so eloquently put it, “simple rules work well for cave-dwelling societies.” SOGS is more complex and our bylaws must in turn reflect that. Our bylaws need to be a comprehensive instruction manual on how to run the Society and it is hoped that these changes will accomplish this.

Being an historian and having served as a SOGS executive for over two years, I have been increasingly concerned with the lack of institutional memory for our organization. Our office staff is invaluable in this regard for recent history, but we have no ready source for our history before 1997. To rectify this, I have begun work on a history of SOGS which will be the subject of a presentation at this year’s Western Research Forum. This research into SOGS history is already proving fruitful. Examining the nature of the fees we pay to the UCC has revealed an agreement SOGS signed in 1993 providing for the payment of the fee, but not specifying what SOGS members received in return. I have since been pursuing this matter and as you will see in this package, am moving that we give the USC notice that we intend to terminate the agreement. At the very least, we should renegotiate this agreement so that our rights in the building are clear.

The Grad Club Expansion is one of the largest and most significant endeavors the Society has undertaken in recent years. Bruce Fyfe, the Grad Club Manager; Dylan Gault, the Vice-President Finance, and myself have all been working closely on this project. The intention is to dramatically expand the food selection and service in the Grad Club as well as add additional seating to accommodate a growing graduate student population. I want to assure everyone that we share the concern that I’m sure many of you have and that is for the atmosphere in the Grad Club. We are trying to make these changes in such a way that will allow the Grad Club to grow, but maintain the environment which so many of us have come to know and love (often to the detriment of our thesis work).

Simultaneously, the Society is investigating a second round of OSOTF endowment. This program of the provincial government allows for donations to finance need-based bursaries to be matched dollar for dollar by the provincial government. SOGS took advantage of this program in 1997 and have since seen that endowment grow to \$800,000. At the same time, as VP Finance, I saw that we still had to turn down many deserving OSOTF applications because the funds simply were not available. By diverting some existing reserves and reallocating existing fees, it is hoped

that we can achieve at least as much as we did 7 years ago and create an endowment which along with the existing one will approach \$2 million. At Foundation Western's return of 4.5%, this would allow us to distribute some \$90,000 in OSOTF bursaries a year.

As I'm sure you have gauged from the above, SOGS is exploring some very expensive programs for the future. The Grad Club expansion may cost upwards of \$500,000. The OSOTF program may require as much as \$600,000. However, our planning for these projects does not provide for any new levies on students. Our membership fees should not go up as a result of these programs. The Grad Club has substantial capital reserves as well as a growing business and it is fully and reasonably expected that it can finance its own expansion. The contributions to the OSOTF program likewise will draw on existing reserves and fees.

In the area of our health plan, the dramatic premium increases of recent years prompted the health plan committee to engage in extensive discussions earlier this year of an Administrative Services Only model for our health plan. It seems that this exploration prompted our broker to reassess our premiums. From a projected increase of nearly 10%, we were told that our premiums would remain the same for this year. Early predictions from our broker seem to suggest that the premium should remain stable for the next year as well.

On the subject of the scope of our health plan service, we continually receive inquiries regarding dental and vision coverage. Therefore, I will be asking the health plan committee to consider the desirability of such coverage and whether or not it would be appropriate to hold a referendum this year on the matter. The committee will most likely not meet by the time of the Annual General Meeting, but any direction or input any member would like to give the committee would be welcome. These suggestions can be forwarded to myself at sogs.president@uwo.ca.

Finally, I feel obliged to stress the need for participation. SOGS has fallen victim to apathy among its members in recent years. Our entire system of governance, from the executive to council to the committees requires an enthusiastic and dedicated body of members. I urge you all to get involved. The time commitment for sitting on a committee is not more than a few hours a month. Without the input of members, those guiding the Society have no idea where they should lead it.

As always, if there are any student issues you feel should be brought to the attention of SOGS, please contact me, another member of the executive, or your councillors. We have monthly meetings with the Faculty of Graduate Studies at which to raise such issues and they have proven productive.

I look forward to seeing you all at the meeting.



Vice President Academic
February 5, 2004 Annual General Meeting Report
Graydon Raymer (sogs.academic@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Four items in the academic portfolio to report:

1. The Graduate Student Teaching Assistant (GSTA) Awards program is operating well in 2003-2004, and is expected to be a continued asset to the SOGS program. In 2003, SOGS purchased custom-designed 'scannable' forms (also known as 'Scantron' forms) to increase the efficiency and accuracy of the evaluation procedure. These new forms have been well received by both undergraduate and graduate students, and the GSTA committee is pleased with the significant increase in efficiency they have provided. More importantly, by consolidating two forms into one, the new design has reduced our raw materials consumption by 50%. In total, the new forms represent only a minor increase in cost, of less than \$100.00 per year based on continued use for the next 5 years.
2. The Western Journal of Graduate Research (WJGR) has released the dual edition, volume 10/11. Copies are available at no charge to any graduate student who drops by the SOGS office. For volume 12 (2004), SOGS council, based on the recommendation of the WJGR editorial board, has voted to continue publication of the WJGR in an online format only. It was decided that the \$6000.00 annual budget for printing paper-bound editions of the WJGR was a resource that could be better spent elsewhere. As such, the newly available funds have been spread among other academic programs, including the Western Research Forum and the GSTA Awards reception. The call for papers in 2004 for the WJGR will be extended in early summer.
3. The Academic Committee is amidst organizing the 2004 Western Research Forum (WRF). The theme for the 2004 WRF is "125 Years of Leading. Thinking.", and in keeping with this theme, the committee has invited Deans from the various academic divisions to give keynote presentations to highlight the 'leading' research going on in their field. These presentations are hopefully going to be well attended, but based on attendance from previous year's WRF and the declining number of abstracts submitted, the graduate student body should be contemplating the reasons they hold continued support of the WRF.
4. In continuation of the Western 125 theme, the Academic Committee has recently been charged by council with the mandate to evaluate and administer the new SOGS Western '125' Scholarship. Four scholarships of \$1250.00 each will be administered evenly to Master's and Doctoral students who demonstrate financial need that is in excess of the ability to pay regular tuition fees. Therefore, this scholarship is effectively targeted towards 'category 2' Master's students and 'year-x' Doctoral students. In addition to financial need, the academic committee will also be considering academic, research, and extracurricular experience in the administration of these awards.



Vice President External
February 5, 2004 Annual General Meeting Report
Anne Escrader (sogs.external@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Dear Graduate Students,

As VP External, I act as SOGS' link to various external groups including those within the university, and those outside, such as governmental and non governmental organizations. I and my committee members have worked on behalf of the Society, directing our efforts towards meeting the needs of our SOGS community. For my annual general meeting report, I am pleased to present a summary of work, taking into consideration our responsibilities, goals and vision.

Responsibilities, goals, and vision:

- To work together with other executive members, council members, media and political figures to effectively champion issues of importance for graduate students
- To continue to represent members of the Society at the Canadian Federation of Student's meetings, forging a good link
- Communicate information and raise awareness within the Society, and come to grips with complicated issues affecting us
- Coordinating responses to post-secondary educational and related issues, including letters, petitions, rallies and campaigns
- To explore ways in which SOGS can be more involved with various organizations of the London community, working together on shared causes and interests
- To work together with the GSIC (Graduate Student Issues Committee) and the EI&SJC (Equity Issues & Social Justice Committee) to help these committees grow and function autonomously

These goals have been realized through the following committee activities and social events.

The Graduate Student Issues Committee is committed to discussing current issues affecting graduate students at Western with a view to implementing appropriate courses of action. GSIC meets on a regular basis, and all graduate students are welcome to join. The following are some of the issues that GSIC has examined: student financial surveys, post-residency fees, complications associated with OSAP, the 10 hour rule, the effects of tuition increase/deregulation on accessibility, fully funded tuition freezes. GSIC has also taken an active role in the selection of delegates to the Canadian Federation of Students' meetings, and will continue to work on delegate preparation, ensuring that the issues of our Society are represented at these CFS meetings.

Equity Issues and Social Justice Committee is committed to identifying, discussing, and addressing the equity needs of the Graduate student body. The name was changed from *Equity Issues Committee* to *Equity Issues & Social Justice Committee*. This was seen by the Society to be a progressive move, as the social justice component complements the role of the committee, through its focus on activism. The committee has worked to put forward the following: a motion on *Renunciation of Discrimination*, a strategy manual, a successful campaign (Diversity 2003) to raise awareness, and a contact list for outreach and networking activities with various organizations on and off campus.

Social Justice Now Day of Action (May 9th, 2003)

Jesse Greener and I participated in the Social Justice Now Day of Action – a conference organized for students by students, to inspire social action. We met with a group of young people from school unions, as well as teachers and other activists. Topics for discussion included the following: Canadian Student Movement, the crisis in public and post-secondary education, and what student/campus organizations are doing to effect change. We hope to continue our involvement with the Social Justice Day of Action this year as well.

Diversity 2003

On Nov. 6, 2003, we organized “*Diversity 2003*.” This event was dedicated to the spirit of volunteerism and to the concept that college and university campuses can and should serve as major centres for diverse grass-roots organizing where both on and off campus communities can meet and exchange ideas, talent and energy. The evening was organized to include three parts, 1) a panel discussion, 2) food and networking session, and 3) entertainment. Several organizations came forward to be a part of the evening. To mention some: The Council of Canadians, King’s college Social Justice Program, l’Arche London and Stratford, London Humanists, N’Amerand Friendship Centre, Natya Raji School of Dance, Ontario Native Women’s Association, SOGS equity and Social Justice Committee, UWO Public Interest Research Group. We had a good turn out (about 250 – 300) people. This is intended to be an annual event, planned, and organized under the leaderships of our Equity Issues and Social Justice Committee.

February 4th Day of Action

Together we are seeking to restore funding to post-secondary education. Preparations are underway for our Accessibility Day of Action, involving faculty, staff, and students – undergraduate and graduate. SOGS and the UWO Public Interest Research Group have come together to lead this event.

Canadian Federation of Students (CFS)

SOGS is Local 47 of the Canadian Federation of Students. The VP External is local 47’s main link to the Canadian Federation of Students, our National Student Organization representing nearly half a million post-secondary education (PSE) students across the country. As Primary contact to the Federation, I have attended regular meetings at the national and provincial levels. Additionally, a number of delegates have represented SOGS at these meetings, and they have had the opportunity to network work with other student leaders, organizing collectively on various issues related to post-secondary education. A new non-executive position has been created to liaison with the Canadian Federation of Students. This will serve to 1) eliminating a conflict of interest related to the role of VP External, and 2) enhance the working relationship between our Society and the CFS, better serving the needs of our graduate students.

CFS meetings we participated in:

- | | |
|---|--|
| ▪ Annual General Meeting, National Graduate Caucus, | March, 2003, Saskatoon (2 delegates) |
| ▪ Ontario Executive Meeting, | April, 2003, Toronto (VP External) |
| ▪ 43 rd Semi Annual National General Meeting, | May, 2003, Ottawa (2 delegates) |
| ▪ Annual Skills Development Symposium, | July, 2003, Toronto (3 delegates). |
| ▪ Ontario Executive Committee Meeting, | September, 2003, Toronto (VP External) |
| ▪ 22 nd Annual National General meeting, | November, 2003, Quebec (5 delegates) |
| ▪ Ontario Annual General Meeting, | August, 2003, Markham |
| ▪ Ontario Executive Committee meeting, | January, 2004 (VP External) |
| ▪ Ontario National Graduate Caucus, and
Ontario Semi Annual General Meeting, | February, 2004, Markham, ON (3 delegates) |
| ▪ Innovations conference &
National Graduate Caucus Meeting, | February, 2004, Montreal, Quebec (2 delegates) |

Please feel free to contact me if you have any question. I am always available to connect with you regarding any interest you may have regarding the portfolio of VP External. Just e-mail me at sogs.external@uwo.ca . I would like to take this opportunity to encourage you to become involved with SOGS. Become a Councillor; join a committee, run for an executive position! There is much to learn through the richness of the experience, and you will find it well worth your while!

Sincerely,

Anne Escrader



Vice President Finance
February 5, 2004 Annual General Meeting Report
Dylan Gault (sogs.finance@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Fellow Graduate Students,

The role of the Vice-President Finance is to oversee and administer the finances of both the Society and the Grad Club. This involves the preparation and delivery of annual budgets, the administration of bursary programs with the assistance of the Finance Committee, and the monitoring of the Society's investments. This year, I am pleased to be able to deliver a very positive report.

The general financial condition of the Society is excellent. 2003-4 should be the second million dollar year for SOGS. The proposed budget will be over \$1 million (largely the result of greatly increased enrollment and the bus pass). The Grad Club revenues should continue their upward trend, due in no small part to the planned renovations and expansion of our existing space. Bruce Fyfe, the Grad Club Manager, and Eileen Quigg, the Assistant Manager, are to be commended for their continued excellent work. For those interested in viewing the unaudited statements prepared by our accountant, Mike King, these will be available at the meeting, and I will be happy to answer any questions you may have.

The expanding student enrollment has both allowed and necessitated the expansion of our assistance programs. The proposed budget contains increases to the Child Care and Travel subsidies. The budget also contains a substantial increase to our emergency bursary program. Information and application forms for all subsidies and bursaries are available in the SOGS office or on our website. The application deadlines for the Child Care, Travel, and Thesis Binding bursaries are the last business day of each term. For the OSOTF, Out of Province, and Grad Club bursaries, the deadlines are February 28, June 30, and October 31.

This year's budget is complete and while many of the highlights have already been mentioned, I will note a few others. Student fees will again increase by no more than the regular consumer price index increase required by our Bylaws. The Western Journal of Graduate Research will no longer be offered in print. The savings from this change have been applied in part to increased support to the Western Research Forum. One sour note to the budget is the lack of support from the Faculty of Graduate Studies. At the time of budget preparation, the Finance Committee did not feel that it could rely on the financial support of FGS. Hopefully this situation can be improved and FGS will again support our various programs. The budget will be presented in greater detail at the AGM and it is available in the SOGS office for those who wish to view it in advance.

Dylan Gault
VP Finance



Vice President Student Services
February 5, 2004 Annual General Meeting Report
Ben Hedley (sogs.services@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Dear Graduate Students

The Vice President Student Services is a position that involved in lots of issues concerning the Society and the Graduate Student body as well as the workings of the University itself. So of the work that my position involves are;

SOGS Dayplanner/Handbook

Each year SOGS distributes a handbook along with the student orientation package. This handbook is a significant expense each year. For the past 2 years we have collaborated with the Canadian Federation of Students, however previously we have used collaborated with the gazette office and a local printer. In the coming month we will be asking the graduate student body about the handbook to help us decide which option will best suit our needs.

International Student Issues Committee (ISIC)

Last year the International Student Issues Committee was resurrected to allow the issues that pertain to international graduate students be brought to the attention of all graduate students. Thanks to the chair of this committee, Valeria Prat, and the members of this committee ISIC has hosted many events for the international student body.

Website

The management of the website falls under my portfolio and I plan to update the look website and try to make the more commonly wanted information easily accessible.

Social Events

Throughout the year there are a variety of events that the VP Student Services oversees. Here are some brief details on some of those events.

Each year SOGS hosts a new student Orientation Party at the Grad Club. Over 200 students attending this event each year it has been made a success thanks the execs and to all those who help at the Grad Club.

Last December 25th, Christmas Day for many of us, the Grad Club hosted its annual "Stuck in London for the Holidays" dinner fro all SOGS Graduate Students and their families who are not able to go home. 2003 saw the most people attending the dinner with 100 RSVP's but 140 turning up at the event. Even with this high number of people Bruce Fyfe (Grad Club Manager) was still able to take approximately 40 meals to the men's mission. I would like to thank Bruce Fyfe, the grad club workers, and the volunteers who generously gave their time on this day to help make this a success.

Sincerely

Ben Hedley
VP Student Services



Grad Club Manager
February 5, 2004 Annual General Meeting Report
Bruce Fyfe (gradclub@uwo.ca)
<<http://www.uwo.ca/sogs/>>

“Our only money-making venture is expanding - now we have the regular 3:00 P.M. to 8:00 P.M. Happy Hour plus an even happier hour from 8:00 P.M. to 10:30 P.M. (Fridays). The latter features a resident fall group as well as guest performers. The Happy Hour Committee is procuring more space and a fridge in order to accommodate this growth of popularity . . . Come on out and enjoy yourself!!”

SOGS Newsletter, November, 5, 1968

Almost 35 years to the day that the SOGS newsletter announced the expansion of the “Happy Hour” with the acquisition of “more space and a new fridge” the Grad Club Management, SOGS President and VP Finance sat down with UWO Administration to formally pursue expansion of the Grad Club. With unprecedented growth in business in each of the past 5 years it has become apparent that the Grad Club has succeeded in offering a space on campus where graduate students and their guests can enjoy social time with friends and colleagues. It has also become apparent that the success of the Grad Club has resulted in increasing pressures on the existing space and a call for the expansion of services.

On Dec 5, 1985, then SOGS President, Don Ross wrote: “Though volume figures at the Grad Centre have shown some improvement over the past three months, there are still not as many bodies in regular attendance as financial realities demand. We may have to consider gambling: perhaps only dramatic (and expensive) alterations to the physical structure and atmosphere will bring the crowds back.” The 2004-05 fiscal year for the Grad Club presents some exhilarating and dramatic challenges for the Society of Graduate Students and its members. The Grad Club is proposing an expansion that will increase inside seating capacity by approximately 25% and the construction of a fully functioning kitchen. The new space will encompass areas that are currently occupied by Bytes and Bylines Cafeteria at the north end of the Grad Club and the FIMS student lounge at the south end.

Our challenge is to plan, finance and build a space that will maintain the existing atmosphere of the Grad Club while enhancing the part of the business that is, increasingly, becoming more important in maintaining a viable enterprise on campus: food operations. For the fiscal year ending April 30, 2000 the Grad Club generated revenues of \$254,452 in food sales. For the fiscal year ending April 30, 2003 food revenues reached \$382,696. To meet the increased demands, to provide a safe environment to work and to offer a menu that is reasonably priced, varied and provides healthy alternatives we are proposing the construction of a new kitchen.

However, the proposed renovations will require a commitment of considerable resources for a number of years. As the March 12, 1969 report of the SOGS Graduate Centre Committee stated: “The very success of the Happy Hour has served to illustrate that graduate students can get together in very large numbers in a congenial atmosphere. But the very success of the Happy Hour has also demonstrated that congestion can destroy atmosphere and impose unfair burdens upon a responsible and orderly operation.” As was the case in 1969, we will be calling on SOGS members to consider this important project to expand space the Grad Club.

“Resolved that: free beer be served in the graduate student dining room immediately following the SOGS general meeting, and that a maximum of \$50 be allocated for the event.”

SOGS Minutes, January 21, 1973



PROXY FORM
(No more than two proxies can be held by
any member)

I, _____, hereby proxy my vote for the February 5, 2004 Annual
(Proxy Issuer)

General Meeting of the Society of Graduate Students of the University of Western
Ontario to be held on

_____, to _____.
(Date) **(Proxy Holder)**

(Signature of Proxy Issuer)

(Student No. of Proxy Issuer)

(Department of Proxy Issuer)

(Date)

Received

Only Proxies Submitted On This Form Will Be Accepted