

**SOCIETY OF GRADUATE STUDENTS
FEBRUARY 10, 2005 ANNUAL GENERAL MEETING**

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SOCIETY OF GRADUATE STUDENTS

ANNUAL GENERAL MEETING

AGENDA

February 10, 2005

6:00 p.m.

Social Science Centre Room 3022

1. Ratification of Agenda
2. Announcements
3. Orders of the Day
 - SOGS 2005/2006 Budget
4. Executive Reports
 - a) President, Muhammad Kamran Khan
 - b) VP Academic, Graydon Raymer
 - c) VP External, Nicholas Cothros
 - d) VP Finance, Jennie Thompson
 - e) VP Student Services, Ben Hedley
5. Open Forum

Orders of the Day

SOGS 2005/2006 Budget

BIRT SOGS adopt the proposed SOGS budget for 2005/2006

Budget Summary - May 1, 2005 - April 30, 2006

SOCIETY OF GRADUATE STUDENTS

2004 - 2005

OPERATING REVENUE

I	Membership Fees	184,810
II	Canadian Federation of Students	37,849
III	Health Plan	809,408
IV	Bus Pass	344,577
V	Grad Club	26,960
VI	Faculty of Graduate Studies	1,000
VII	Other	36,160
	Total Operating Revenue	1,440,765

OPERATING EXPENSES

VIII	Membership Disbursements	1,202,671
IX	Wages, Benefits and Contributions	142,752
X	Administration and Office	31,550
XI	Executive	5,650
XII	President	300
XIII	Vice-President Academic	19,350
XIV	Vice-President Finance	200
XV	Vice-President External	12,100
XVI	Vice-President Student Services	16,200
XVII	Speaker	1,400
XVIII	Contingency Fund	5,891
	Total Operating Expenses	1,438,064
	Surplus (Deficit)	2,702

GRAD CLUB

May 1 - August 31, 2004

REVENUES

Beer	142,688
Food	153,760
Non Alcoholic Beverages	51,291
Cigarettes	16,921
Liquor	16,523
Games	900
Wine	4,132
Merchandise	-

Total Revenues **386,215**

COST OF GOODS SOLD

Beer	67,063
Food	84,568
Non Alcoholic Beverages	19,490
Cigarettes	14,045
Liquor	5,783
Games	-
Wine	2,686
Merchandise	-

Total Operating Expenses **193,635**

Surplus (Deficit) **192,580**

		2004 - 05	May - December	Projected Year-End	Proposed Budget 2005 - 06
REVENUE					
I	Membership Fees				
4010	Full-time Student Membership Fees	162,678.00	87,094.56	164,028.54	169,553.78
4020	Part-time Student Membership Fees	14,641.00	11,860.61	17,597.51	15,256.45
	Sub-total	177,319.00	98,955.17	181,626.05	184,810.23
II	CFS Membership Dues				
4040	Full-time Students CFS Dues	32,308.00	22,004.12	32,564.12	33,787.89
4042	Part-time Students CFS Dues	2,906.00	2,341.41	3,484.11	4,061.28
	Sub-total	35,214.00	24,345.53	36,048.23	37,849.17
III	Health Plan Administration Fees				
4110	Full-time Students HP Premiums	462,419.00	403,521.46	631,857.46	707,955.80
4115	Full-time Students HP Admin Fees	41,177.00	28,129.10	41,569.10	43,002.77
4120	Health Plan FT Family Opt-In	11,416.80	26,448.71	39,849.31	49,260.82
4125	Health Plan PT Opt-In	3,000.00	5,297.22	8,265.45	9,188.88
	Sub-total	518,012.80	463,396.49	721,541.32	809,408.28
IV	Bus Pass Fees				
4060	Full-time Students Bus Pass	321,608.00	217,642.77	323,482.77	341,966.32
4065	Bus Pass Administration Fees	2,495.00	2,101.44	2,917.44	2,610.88
	Sub-total	324,103.00	219,744.21	326,400.21	344,577.20
V	Grad Club				
4030	GC Administration Fee	6,960.00	17,973.28	26,959.92	26,959.92
4045	GC Bursary Subsidy - Travel	7,500.00	5,000.00	5,000.00	
4050	GC Bursary Subsidy - Child Care	1,125.00	750.00	750.00	
4052	GC Bursary Subsidy - Out of Province	7,500.00	5,000.00	5,000.00	
4055	GC Operating Subsidy	0.00	-		-
	Sub-total	43,085.00	28,723.28	37,709.92	26,959.92
VI	Faculty of Graduate Studies				
4310	President's Salary Subsidy				
4320	WJGR Subsidy				
4330	WRF Subsidy				
4340	GSTA Subsidy				
4350	New Student Orientation Subsidy				
4355	CAGS Attendance Subsidy	1,000.00			1,000.00

	2004 - 05	May - December	Projected Year-End	Proposed Budget 2005 - 06
Sub-total	1,000.00	-	-	1,000.00
VII Other Income				
4215 Bank Interest	2,500.00	1,699.54	2,499.54	2,600.00
4500 Advertising in Handbook/Dayplanner	4,000.00	2,440.00	6,315.00	2,000.00
4510 TATP Administration/Occupancy Fee				
4521 GTA Union Contributions	3,200.00		3,200.00	3,200.00
4600 Sale of Merchandise	50.00			
4700 Emergency Loan Interest		145.00	150.00	150.00
Retained Revenue	28,500.00	15,204.45	15,204.45	28,210.35
4998 Miscellaneous	-	615.49	615.49	
Sub-total	38,250.00	20,104.48	27,984.48	36,160.35
TOTAL REVENUE	1,136,983.80	855,269.16	1,331,310.21	1,440,765.15

OPERATING EXPENSES

VIII Membership Disbursements

5110 Health Plan Premiums	434,835.80	331,011.59	547,190.98	603,175.04
5112 Health Plan Premiums - FT Family		26,448.71	39,849.31	49,260.82
5113 Health Plan Premiums - PT		3,463.09	8,265.45	9,188.88
5435 Premium Refunds – FT Students	42,000.00	56,124.48	84,666.48	104,780.76
5115 Health Plan Discretionary Funds CFS Membership Dues FT and PT Students	16,750.00		2,000.00	6,000.00
5120 Bus Pass Fees	35,214.00	24,341.13	36,048.23	37,849.17
5125 Bus Pass Administration Fees	321,608.00	217,590.84	323,482.77	341,966.32
5130 Departmental Grants	1,000.00	908.76	908.76	1,200.00
5305 Recompense Program	10,000.00	5,084.70	7,584.70	8,000.00
5341 Emergency Loan Delinquency	1,000.00	595.00	892.50	1,000.00
5355	1,000.00	-	1,000.00	500.00
5810 Bursaries - Child Care	2,250.00	1,500.00	2,250.00	2,250.00
5820 Bursaries - Travel	15,000.00	9,006.94	15,000.00	15,000.00
5830 Bursaries - Thesis		225.00	450.00	1,500.00
5840 Bursaries - Out of Province	15,000.00	10,000.00	15,000.00	15,000.00
5850 Bursaries - Emergency	8,000.00		1,000.00	1,000.00
5860 Scholarship Bursary Endowment	5,000.00		5,000.00	5,000.00
Sub-total	908,657.80	686,300.24	1,090,589.18	1,202,670.99

		2004 - 05	May - December	Projected Year-End	Proposed Budget 2005 - 06
IX	Wages, Benefits and Contributions				
5205	Salary - President	14,344.51	9,828.00	14,196.00	14,196.00
5207	Salary - Vice-Presidents	28,694.85	18,877.00	28,341.00	28,392.00
5212	Wages - Office Staff	85,656.81	57,941.20	80,633.36	84,011.62
5214	Speakers Stipend	1,800.00	1,200.00	1,800.00	1,800.00
5220	Employer's Contribution - EI	3,128.71	2,124.91	2,993.04	3,076.37
5225	Employer's Contribution - CPP	3,412.53	3,068.41	3,325.60	3,418.19
5230	Employer's Contribution - WSIB	669.87	513.67	677.44	696.30
5235	EHT Expense - exempt	-	417.83	492.68	506.40
5250	Wages - Accrued	-			
5270	Wages - Temporary Staff				960.00
5325	Staff Benefits/Training	3,078.40	2,723.42	4,327.14	5,694.80
	Sub-total	140,785.68	96,694.44	136,786.26	142,751.68
X	Administration and Office				
5315	Accounting Fees	6,000.00	2,490.00	5,790.00	10,000.00
5319	Legal Fees	750.00			750.00
5320	Insurance - Office Liability	1,600.00	1,318.82	1,318.82	1,500.00
5321	Insurance - Officer and Director Liability	1,500.00			1,500.00
5330	Photocopier Usage	1,400.00	172.43	672.43	700.00
5331	Equipment Rentals and Charges	7,200.00	5,285.53	7,725.53	8,200.00
5332	Stationery	500.00	232.54	500.00	700.00
5333	Postage and Courier Charges	900.00	344.32	624.32	800.00
5335	Supplies - Miscellaneous	300.00	19.98	50.00	150.00
5337	Supplies - Computer Software	250.00	323.97	413.97	500.00
5339	Supplies - Office	2,500.00	1,311.98	1,911.98	3,000.00
5345	Capital Acquisitions/Depreciation	3,000.00	915.00	2,830.00	3,000.00
5350	Bank Service Charges	720.00	179.14	368.71	500.00
5370	Repairs/Maintenance	250.00	-	100.00	250.00
	Sub-total	26,870.00	12,593.71	22,305.76	31,550.00
XI	Executive				
5365	Promotion/Advertising	250.00	197.00	197.00	250.00
5390	Mileage	100.00	-	50.00	100.00
5625	Meetings/Conferences				1,000.00

		2004 - 05	May - December	Projected Year-End	Proposed Budget 2005 - 06
		1,000.00			
5640	Sponsorship/Donations	1,000.00	850.00	1,000.00	1,200.00
5705	Special Events and Organizing	750.00		500.00	600.00
5710	Honoraria	3,000.00	-	3,000.00	2,500.00
	Sub-total	6,100.00	1,047.00	4,747.00	5,650.00
XII	President				
5375	Expenses	300.00	41.49	100.00	300.00
XIII	Vice-President Academic				
5700	Advertising and Promotional Materials	500.00			
5725	WJGR Advertising	500.00	76.68	500.00	500.00
5727	WJGR Layout and Printing	750.00		750.00	750.00
5730	WRF Prizes	1,250.00	-	1,250.00	1,250.00
5732	WRF Advertising	750.00	-	750.00	750.00
5734	WRF Guest Speaker	1,000.00	-	1,000.00	1,000.00
5735	WRF Refreshments/Catering	1,500.00		1,500.00	1,750.00
5736	WRF Room Booking	500.00	-	500.00	500.00
5738	WRF Abstract Publication		-		-
5746	WRF Materials	500.00	-	500.00	500.00
5737	GSTA Materials and Form Scanning	400.00	537.35	600.00	600.00
5740	GSTA Prizes	9,600.00	-	9,600.00	9,600.00
5742	GSTA Advertising	400.00	156.00	400.00	400.00
5745	GSTA Reception	1,500.00		1,500.00	1,750.00
	Sub-total	19,150.00	770.03	18,850.00	19,350.00
XIV	Vice-President Finance				
5377	Expenses	200.00	198.04	198.04	200.00
5380	Research/Projects	-	-		
	Sub-total	200.00	198.04	198.04	200.00
XV	Vice-President External				
5440	Media/Subscriptions	300.00	-		300.00
5610	CFS - Conferences	9,000.00	4,550.06	6,150.06	9,000.00
5620	Campaigns/Advocacy	1,400.00		500.00	1,400.00
5645	Website Development	-			

		2004 - 05	May - December	Projected Year-End	Proposed Budget 2005 - 06
5650	Speakers, Conferences	500.00			500.00
	CFS Representative	900.00			900.00
	Sub-total	12,100.00	4,550.06	6,650.06	12,100.00
XVI	Vice-President Student Services				
5399	Merchandise	450.00	-	-	450.00
5410	Handbook/Dayplanner Advertising Commission	-	-	-	
5420	Handbook/Dayplanner Editor		-	-	
5430	Handbook/Dayplanner Printing	10,000.00	12,746.16	12,746.16	12,000.00
5520	Orientation - New Students	2,500.00	2,487.51	2,487.51	2,500.00
5530	Orientation - Councillors	500.00	477.34	477.34	500.00
5630	International Students	500.00	22.26	122.26	500.00
5550	Sports Awards Ceremonies	-	-		
5560	Sports	-	-		
5615	CFS - Programmes	250.00	103.25	200.00	250.00
	Sub-total	14,200.00	15,836.52	16,033.27	16,200.00
XVII	Speaker				
5360	Elections and Referenda	1,145.00	-	-	1,295.00
5450	Council Packages	200.00	37.09	100.00	200.00
5455	Council Meeting Refreshments	1,200.00	479.15	904.15	1,200.00
	Sub-total	2,545.00	516.24	1,004.15	1,400.00
	SUB-TOTAL EXPENSES	1,130,908.48	818,547.77	1,297,263.72	1,432,172.67
XVIII	Contingency Fund	6,066.52	3,560.27	5,836.14	5,890.88
	TOTAL EXPENSES	1,136,975.00	822,108.04	1,303,099.86	1,438,063.56
	NET INCOME	8.80	33,161.12	28,210.35	2,701.59

Student Fees		2005 - 06		2004 - 05	
		term	annual	term	annual
	Full Time Student projections [1]	2,529	7588	2,456	7,367
	Part Time Student projections	342	1025	332	995
	CPI [2]	1.018	1.8%	1.016	1.6%
I	Membership Fees [3]				
4010	Full-time Students Membership Fees	22.48	67.43	22.08	66.24
4020	Part-time Students Membership Fees	14.97	44.92	14.71	44.13
II	CFS Membership Dues [4]				
4040	Full-time Students CFS Dues	4.48	13.44	4.40	13.20
4042	Part-time Students CFS Dues	2.98	8.95	2.93	8.79
III	Health Plan Administration Fees [5]				
4110	Full-time Students HP Premiums	102.12	306.35	95.14	285.42
4115	Full-time Students HP Admin Fees [6]	5.70	17.10	5.60	16.80
4120	Health Plan FT Family Opt-In	240.19	720.57	223.34	670.03
4125	Health Plan PT Opt-In	311.03	933.10	296.82	890.47
IV	Bus Pass Fees [7]				
4060	Full-time Students Bus Pass	45.55	136.65	44.10	132.30
4065	Bus Pass Administration Fees [8]	0.35	1.04	0.34	1.02
	Total Full-time Fees	180.67	542.01	171.66	514.98
	Total Part-time Fees	17.96	53.87	17.64	52.92

Notes:

New fee comes into effect [i.e. collected by the University] September 1 of the fiscal year

- 1 Student average projections are determined by the Registrar's office
- 2 Annual CPI increase is determined by Revenue Canada's average of the rate of core in the previous year
- 3 Membership fees are increased by the annual CPI and collected by the Society. Part-time fee is two-thirds of the full-time fee
- 4 Contractually collected and remitted in trust. Rates are collectively set by members of the Federation (including SOGS)
- 5 Health Plan premiums are contractually collected and remitted. Premiums are set by the provider and represents an anticipated maximum, but actual premiums will be represents an charged as of September 1 of the fiscal year
- 6 Health Plan Administration Fees support the administration of the health plan. Levied on full-time students in conjunction with the health plan premiums
- 7 Bus Pass fees are contractually remitted. Fees are set by London Transit and represent an anticipated maximum. Actual premiums will be charged as of September 1
- 8 Bus Pass Administration Fees support administration of the bus pass. Levied on full-time students in conjunction with the buss pass fees

REVENUES

Membership and ancillary fees prepared by Finance Committee must be passed at the Annual General Meeting in February before they are submitted to the Campus & Community Affairs Committee in March-April. These fees are adjusted at the beginning of the academic year (September).

I Membership Fees

4010 Full-time and Part-time Membership Fee. This fee covers the operations of the Society and funds a number of programs and services that directly benefit the membership. These fees are adjusted each fiscal year by the rate of change in the Canadian Consumer Price Index during the previous calendar year.
4020

II Canadian Federation of Students Membership Dues

4040 Canadian Federation of Students Dues. In accordance with Bylaw 1, Section 2 a.iv of the Canadian Federation of Students, national and provincial membership fees are adjusted each academic year by the rate of change in the Canadian Consumer Price Index during the previous calendar year.
4042

III Health Plan Fees

4110 Health Plan Premiums. This fee is determined by our Insurance company Green Shield Canada and provided by Heath Lambert Consulting. The health plan is available to PT students on an opt-in basis.

4115 Full-time Students Health Plan Administration Fee covers the costs of administering the health plan and is adjusted by the rate of change in the Canadian Consumer Price Index during the previous calendar year.

4120 Health Plan Opt-in Fees. Students have the option of providing coverage to their families and must pay premiums to SOGS. These premiums are provided by Heath Lambert Consulting.
4125

IV Bus Pass Fees

4060 Bus Pass Fee. This fee covers the Society's bus pass for full-time members. Under the terms of SOGS' contract with the London Transit Commission, the maximum increase for 2003-04 would be the Ontario Consumer Price Index for transportation.

4065 Bus Pass Administration Fee covers the administration costs incurred for printing, issuing and replacing bus passes.

4120 Full-time Family Opt-In. Voluntarily purchased by individual students. Must complete and submit an Opt-In Form to the Society by the term deadlines. Late submissions receive coverage after 10 business days of receiving the completed form.

4125 Part-time Opt-In. Part-time students are not automatically included on the health plan. Therefore must be voluntarily purchased by students. Must complete and submit and PT Opt-In Form to the Society by the term deadlines. Late submissions receive coverage after 10 business days of receiving the completed form.

V Grad Club Subsidy.

4030 The monthly 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 in SOGS publications.

4045 GC Travel Subsidy. Grad Club subsidizes this subsidy at half its value. No subsidy is expected for 2005-06 fiscal year due to GC expansion.

4050 GC Child Care Subsidy. Grad Club subsidizes this subsidy at half its value. No subsidy is expected for 2005-06 fiscal year due to the GC expansion.

4052 GC Out of Province Bursary. Grad Club subsidizes this bursary at half its value. No subsidy is expected for the 2005-06 fiscal year due to the GC expansion.

4055 GC 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. No transfer is expected for 2005-06 fiscal year due to the GC

VI Faculty of Graduate Studies Subsidy.

4310 The Faculty of Graduate Studies has traditionally subsidized the President's Salary, Western Journal of Graduate Research, Western Research Forum, Graduate Students Teaching Awards, New Student Orientation and CAGS. The Vice-President Finance is mandated to submit an annual report to the Faculty on the disbursement of the Faculty's subsidy and the subsidy proposal/request for the following fiscal year. CAGS is an annual conference for the President and receipts must be submitted to FGS. There have been issues with collecting these subsidies and therefore we are no longer budgeting for them.
4320
4330
4340
4350
4355

VII Other Income

4215 Bank Interest. Based on average provided by St. Willibrord Credit Union.

- 4500 Handbook Advertising. Conservative estimate based on previous year's success at selling advertising.
- 4510 TATP Administration. TATP was located in the SOGS office and occupancy was paid by FGS. Office has now been relocated, therefore the only administration costs incurred are for the use of the SOGS fax machine.
- 4521 PSAC/GTAA Contribution. The GTA Union contractually agrees to contribute towards the GSTA awards.
- 4600 SOGS/GC Merchandise is an estimate on sales of merchandise for profit. No purchases are planned for this fiscal year.
- 4700 Emergency Loan Administration Fees. Cost associated with interest on outstanding emergency loans.
- 4998 Miscellaneous Income. Income from donations, etc. No revenue is expected for this fiscal year.

Retained Revenue. Revenue from previous fiscal year.

OPERATING EXPENSES

VIII Membership Disbursements

- 5110 Health Insurance Premiums are set by the provider and this figure represents an anticipated maximum. These premiums take effect as of September of each academic year. A monthly deposit of \$30,000 is remitted to the insurance provider each month and at the end of each term reconciliation is provided by Broker for the remainder to be remitted. A Dental Referendum was passed for 2004-05 academic year. FT health plan premiums are collected by the University accordingly and remitted to SOGS by term. Part-time and Family health premiums must be submitted by the individual student to the SOGS office.
- 5112 FT Family and PT opt-in premiums are collected from the individual students by the Society and remitted to Health Lambert Consulting by term.
- 5113 Health Plan Discretionary Funds. Distributed by the Health Plan Committee to refund students for miscellaneous costs arising from costs associated with the health plan (i.e. drugs not covered on formulary, etc.)
- 5115 CFS Membership Fees are collected by the University and remitted to the Canadian Federation of Students annually.
- 5120 Bus Pass Fees are collected by the University and remitted to London Transit Commission by term.
- 5125 Bus Pass Administration fees cover the costs of printing bus passes.
- 5130 Department Grants are paid out to departments per term. These grants are determined based on the degree of representation at monthly council meetings (1.50/student x % of attendance).
- 5305 Recompense Program replaced the Committee Grants with the intention to promote member participation on SOGS committees. Members receive a \$3 GC voucher for every meeting attended.
- 5341 Emergency Loan Delinquency is an allowance for unpaid emergency student loan debts. With increases in the amount of the loan available, this line item has been increased. Loans are issued at a maximum of \$500. A maximum of \$1,000 is issued the first month of every term for unforeseen costs (i.e. rent, tuition, etc.).
- 5355 Health Insurance Refunds are issued to students opting out of the health plan. These refunds do not include the health administration fee. The average amount of opt-outs by term is 10%
- 5435 Child Care Subsidies are awarded by term up to a maximum of \$150 each.
- 5810 Travel Subsidies are awarded by term up to a maximum of \$200 each.
- 5820 Thesis Binding Subsidy was a Grad Club subsidy but will now be the responsibility of the Society.
- 5830 Out of Province Bursaries are awarded by term at \$500 each to attempt to balance OSOTF for non-resident students.
- 5840 Student Emergency Fund is an exigency fund used to help students in immediate need with unforeseen expenses due to but not limited to injuries, illness or a death in the family, etc.
- 5850 Scholarship is to be used to fund SOGS scholarship(s). The actual form of the award to be determined by the Finance Committee.
- 5860

IX Wages, Benefits, and Contributions

- 5205 President's annual salary is equivalent to a full TA salary as per a resolution at a SOGS general meeting. These salaries are increased annually as of September in accordance to the TA annual collective agreement and include 4% vacation pay. There will be no increase for the 2005-06 fiscal year.
- 5207 Vice Presidents' annual salaries are equivalent to half a TA salary as per a resolution at a SOGS general meeting. These salaries are also increased annually as of September in accordance to the TA annual collective agreement and include 4% vacation pay. There will be no increase for the 2005-06 fiscal year.
- 5212 Office Salaries. Wages for the Office Manager and Accounting Manager are determined by the salary range set by the University and RRSP contributions of 4% and a signing bonus of \$100 each.

- 5270 Temporary Staff. These wages are for any foreseeable temporary staff employed with SOGS.
- 5214 Speaker Honorarium. The Speaker receives a stipend of \$1,800 per year - \$150 per month (11 Council meetings and one Annual General Meeting).
- Chief Returning Officer Honorarium. The CRO was paid \$50 per election or referendum supervised. The Speaker is now responsible for all elections and referenda.
- Senators' Honorarium was \$50 per session and there were four Senators and 10 sessions. This program was cancelled November/98.
- 5220 EI Expense. This amount is calculated at 2.43% of the office salaries which includes the President, Vice Presidents as well as those of the full-time office staff and temporary staff.
- 5225 CPP Expense. This amount is calculated at 2.7% of the office salaries which includes the President, Vice Presidents as well as those of the full-time office staff and temporary staff.
- 5230 WSIB Expense. The amount is calculated at 0.55% of all salaries, which includes the President, Vice Presidents as well as the full-time staff and temporary staff.
- 5235 EHT Expense. As a non-profit organization, SOGS/GC payroll has not exceeded \$400,000 and therefore has been exempt from paying the Employee Health Tax. Due to the GC expansion, wages have increased and EHT ill have to be submitted at 1.4%.
- 5270 Wages for Temporary Staff are budgeted for assistance to the Office Manager for issuing bus passes, dayplanners, etc. This expense will be incurred for two weeks at the beginning of each term at a rate of \$8.00/hour for a maximum of 20 hours per week.
- 5325 Staff Training and Benefits. These are costs incurred for the training and/or development, which is in line with The Society of Graduate Students Personnel Policies (4/96) Sections A, L and M. Benefits cover the cost of the employee health plan; one birthday lunch per employee and the annual Xmas party.
- X Administration and Office**
- 5315 Audit Fees. The projected amount is for externally provided professional audit services (preparation of financial statements and T4's).
- 5319 Legal Fees. Legal counsel is no longer on retainer. Any legal expenses would be incurred on an ad hoc basis.
- 5320 Office Liability Insurance was approved by Council on January 27, 2000. These premiums are determined by Purdom Insurance on an annual basis.
- 5321 Office and Director Liability Insurance has been approved by Council to protect the Society's Officers and Directors in the execution of their duties. Premiums are determined by Purdom Insurance on an annual basis.
- 5330 Photocopier Usage. The University bills the Society at the end of each fiscal year for photocopies made through-out the academic year.
- 5331 Equipment Rentals/ Phone Charges. These expenses are incurred and billed monthly by the University for phone rentals, long distance charges and data lines/connections including the GC.
- 5332 Stationery. These expenses are budgeted based on the average expense of the previous fiscal year.
- 5333 Postage and Courier. These expenses are budgeted based on the average of the previous fiscal year.
- 5335 Miscellaneous Supplies. These expenses include all supplies not deemed office supplies such as kitchen supplies, etc
- 5337 Computer Software. To ensure the purchase of new software as needed.
- 5339 Office Expenses. These expenses include all office supplies not deemed stationery or postage.
- 5345 Capital Acquisitions/Depreciation. Capital additions of computer equipment and/or office furniture expenditures are budgeted by term. Amortization is applied at half rate in the year of acquisition, with no amortization in the year of disposal. Assets and their related depreciated expense are estimated by the external accountant.
- 5350 Bank Service Charges. These charges are based on usage of the bank account(s) and included on the monthly bank statements and estimated based on the rates provided by St. Willibrord Credit Union.
- 5370 Repairs & Maintenance. These expenses are for the repairs and maintenance of the computers and/or any other office equipment, etc. in the administrative offices.
- XI Executive**
- 5365 Promotions/Advertising was decreased due to the elimination of the monthly publication of 'SOGSpeak'. Information is now relayed through the Website. The advertising expense includes any publication needed for promoting SOGS programs/services/issues in the campus media (Western News, Gazette, etc) or off campus sources such as London Free Press should the need arise.
- 5390 Mileage. This expense is for any unforeseen traveling not deemed part of the VP portfolios.
- 5625 Meetings/Conferences. For external meetings/conferences (other than CFS) attended by any executive member.

- 5640 Sponsorship/Donations. To support graduate student initiatives on campus and other campaigns. A form must be completed and submitted to the Executive for approval.
- 5705 Events and Organizing. These expenses are for any unforeseen events not deemed part of the VP portfolios such as a meet and greet with the Department and Program Graduate Assistants for their assistance throughout the year and motivation for the upcoming year.
- 5710 Honoraria expenses have been consolidated and will be disbursed at the discretion of council. No honorarium shall exceed \$300.
- XII President**
- 5375 President Expense Account. For informal meetings related to SOGS business and miscellaneous expenses.
- XIII VP Academic**
- 5725 WJGR Advertising expenses are for posters and newspaper advertisements.
- 5727 WJGR Layout and Printing
Research Forum prizes are awarded in February and consist of three first place prizes at \$200 each and four second place prizes at \$100 each. A reception is held and \$500 is allocated for a guest speaker and GC vouchers for judges.
- 5730 Research Forum Advertising. A conservative estimate for posters and newspaper advertisements.
- 5732 Research Forum Guest Speaker. A conservative estimate for guest speaker expenses, honorarium, etc.
- 5734 Research Forum Refreshments/Catering. Estimate is based on experience from previous years.
- 5735 Research Forum Room Booking costs are associated with compulsory custodial services for rooms reserved at the university, especially on weekends.
- 5736 Research Forum Materials are costs associate with materials for the event.
- 5746 Teaching Assistant Materials and Form Scanning. Costs incurred for scantron forms, pencils, etc.
- 5737 Teaching Assistant Awards. Ten prizes at \$600 each are awarded in April at a reception. \$3,200 is funded through the TA Union and the Faculty of Graduate Studies has contributed in the past.
- 5740 Teaching Assistant Advertising. Expenses for posters and newspaper advertisements.
- 5742 Teaching Assistant Reception is traditionally held at Gibbons Lodge, hosted by the President and administered by Alumni Relations.
- 5745
- XIV VP Finance**
- 5377 VP Finance Expense Account. For informal meetings related to SOGS business and miscellaneous expenses.
- 5380 Research/Projects. Expenses for researching graduate student finances, etc. (e.g. by surveys).
- XV VP External**
- 5440 Media/Subscriptions. Funds allocated for the purchase of information, subscriptions to print media pertaining to the benefit of graduate students.
- 5610 CFS Conferences. 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.
- 5620 Campaigns/Advocacy. For implementing campaigns and advocating on behalf of all graduate students, as determined by Council and at CFS meetings.
- 5645 Website Development. This expense is for the maintenance of the SOGS/GC website and is not expected to exceed \$250.00
- 5650 Conference Speakers. Expenses associated with invited guest speakers at SOGS' special events and conferences.
- CFS Liaison Honorarium. Council approved a new stipend for a new position to assist the VP External with CFS meetings, conferences, etc.
- XVI VP Student Services**
- 5399 SOGS/GC Merchandise. For merchandise acquisition to sell and distribute merchandise to raise the profile of SOGS.
- 5410 Handbook/Dayplanner Advertising Commission was paid out at 20% of advertisements generated by students or staff.
- 5420 Handbook/Dayplanner Editor is paid out for preparing the contents of the handbook prior to submitting to the printer.
- 5430 Handbook/Dayplanner Printing. Printing costs for dayplanners, which are distributed to all graduate students. Handbook/dayplanners were traditionally mailed out in August but will now be distributed with bus passes on a term basis.

- 5520** Student Orientation. Cost for the new student party to be held at the GC at the beginning of the academic year. Councillor Orientation are costs associated with the beginning of the year social event. A meet and greet is traditionally held after the October council meeting, which is the beginning of the council year.
- 5530** Sports Awards Ceremonies. Costs associated with sports awards ceremony/reception held by Campus Recreation.
- 5550** Sports. A fee formerly paid to the University Campus Recreation for graduate student access to sports.
- 5615** CFS Programmes. These expenses are associated with the local administration of CFS related programmes. International Students costs are budgeted for social events for International Students... an Orientation party held in cooperation with the Student Development Centre and a Christmas dinner party held by the Grad Club on Dec.25th.
- 5630**

XVII Speaker

- Elections and Referenda Grants. Provisions for Presidential candidates and yes/no campaigns... Elections: \$75/candidate, 3 candidates, 2 ads at \$80 each. Referenda: \$75/side, 2 ads at \$80 each, \$500 for online voting and \$100 for administration.
- 5360**
- 5450** Council Packages. Expenses associated with preparing the monthly council packages.
- 5455** Council Meeting Refreshments are provided by the Grad Club at each council meeting.
- Contingency Fund should be budgeted at 2.0% of Operating Revenue, excluding CFS Membership dues, Health Plan Premiums and Bus Pass Fees.



President
February 10, 2005 Annual General Meeting Report
Muhammad Kamran Khan (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 improve our organization. It is my fervent hope that the organization we have worked hard to build will continue to build in the times to come. I am confident that SOGS will represent the finest spirit of graduate students at Western and will leave our successors a strong student body and a proud tradition to continue.

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.

The Bylaws and Constitution Committee

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. Simple rules work well for cave-dwelling societies; however 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.

In SOGS governance, the Bylaws and Constitution Committee has reviewed to significantly revise and reorganize our bylaws. BCC worked very hard and we met every week to deliberate the technicalities. Now, the final draft is ready. We will put this draft online for a month and then we are planning to discuss it in the March Council Meeting. I thank all the members of BCC with the core of my heart who worked really hard. It is hoped that these changes will accomplish the desired objectives.

Grad Club Expansion

The Grad Club Expansion is one of the largest and most significant endeavors the Society has undertaken in recent years. The Vice-President Finance, and myself have been working closely on this project. The intention was 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. The Grad Club expansion is now complete and we are trying hard to improve the services. We have taken some very radical and strong measures to improve and you will see the fruits in times to come.

Relationship with the Faculty of Graduate Studies

We have developed some very good relations with FGS. The communication line is very active and clear. Recently, we had detailed discussions with FGS regarding the new Funding Model. SOGS submitted a comprehensive report on funding recommendations and those recommendations were seriously discussed and respected. We made sure that students would be getting more in funding; more in Teaching Assistantships; and more in graduate student enrolment.

Relationship with the Administration

The relationships with the administration are of paramount importance. I have tried my level best to develop the same on very friendly and accommodating platform. The administration has also played a very significant contribution as well. All the people especially Paul Davenport and Gitta Kulczycki had been very kind, considerate and accommodating.

Senate Committee on University Planning (SCUP):

Being SOGS President, I am also the member of SCUP. During my tenure, there has been number of SCUP meetings and a lot of decision making has been done. I have been reporting the details in the monthly Executive Reports in the council Packages. However, if somebody requires details, the same are available in the SOGS Office.

Unity Group Meeting

The Unity Group has been renamed as “Campus Council”. This is a sort of decision making-cum-discussion oriented body. During my tenure, the Group remained very active especially on the issue of Rae Review Commission. This Group achieved a remarkable accomplishment in terms of having a united submission to Rae Review Commission.

Relationship with USC

During my tenure, SOGS enjoyed good working relationship with USC. On numerous occasions of paramount importance we, SOGS and USC, were on the same page.

Ombudsperson Advisory Committee

The office of Ombudsperson is accountable to Ombudsperson Advisory Committee and SOGS is a member of the committee. I have been in close contact with ombudsperson so that the student needs are catered and justice is meted out.

Student Services Committee

This is a very important committee and SOGS has two seats on it. We have tried a lot in providing better services to students. The details are available in the SOGS office.

Weekly Newsletter

This was part of my presidential platform to start a newsletter. Now, we are sending weekly news to councillors via electronic newsletter. Moreover, we are trying to get approval from the administration to issue a monthly newsletter to all the graduate students.

Elections for the President:

My term will expire on April 30 and elections will be conducted in March. If anybody is interested, he/she may contact me for information.

There are so many things that I want to mention here but I have just touched some key issues. However, I promise that I will write in detail in my last and final report.

So as I draw this message to a close, let me say thank you because from you comes the dream of a new purpose. If you have any issues and concerns, have suggestions for improvements, want to get involved, or just inquisitive; please do not hesitate to contact me.

SOGS is our organization. It belongs to us and we belong to it. Let us join together, in our time, and make history.

Regards,

Muhammad Kamran Khan



Vice President Academic
February 10, 2005 Annual General Meeting Report
Graydon Raymer (sogs.academic@uwo.ca)
<<http://www.uwo.ca/sogs/>>

VP Academic Year End Report - 2004

Dear Graduate Students,

I have been pleased to continue for a second term as VP Academic. Within my portfolio, I have witnessed continued success in three areas in particular: The Western Journal of Graduate Research, The Western Research Forum, and the Graduate Student Teaching Awards program. I have highlighted the important details of these programs below.

1. When I began my term as VP Academic, one of my goals was to move The Western Journal of Graduate Research to an online-only format. Not only will this move save the Society's members ~ \$6000 annually, but the new format should provide greater accessibility and a wider range of readership. The 2004-2005 edition of the WJGR will be the first to be entirely online. By mid February or early March, this edition should be online, featuring numerous literary, research, and opinion pieces from UWO graduate students, a few multi-media and artistic submissions, as well as some interesting pieces from young, newly appointed faculty members on what to expect in life "post-graduate school". I encourage everyone to check out these new features, at www.uwo.ca/sogs/academic/WJGR/.
2. The Western Research Forum has received great participation in the past years, including 2004, from graduate students who submit posters and/or oral presentations. Unfortunately, audience attendance at this conference has been abysmal at best! Part of this problem, I believe, was because the WRF has traditionally been held on a Saturday-Sunday 9am-5pm in past years. Does anyone really think that the majority of graduate students are willing to come in to campus on a weekend to listen to someone who isn't even from their department present their research? Thus, in 2005, I am excited to have changed the time of the WRF to Monday and Tuesday afternoons, from 1-5pm on April 4th, 5th, 11th, and 12th. The change in time will also be accompanied by a change in venue to the new Grad Club private conference room. We know a lot of you are already at the Grad Club in the afternoons, so now you have a perfect opportunity to grab some free food and check out some interesting talks... all this and you can still be home for dinner! For 2005, we are also planning a more exciting and appetizing banquet, with a yet-to-be named keynote speaker. If you are interested in submitting an abstract to the WRF, or would just like more information, check out: www.uwo.ca/sogs/academic/WRF/.
3. In 2003-2004, we had an unprecedented number of nominations for graduate student teaching awards (approximately 200). This was also the first year that we used a new single-page scantron-type evaluation form which I had designed. Not only did these forms make the evaluation process considerably easier for the students, the ranking committees, and the computer processing, but we also saved a small amount of money and used less than half the amount of paper. In 2004-2005, the growth of the GSTA program has been far greater than we ever expected. Already, we have closer to 350 nominations, and expect the final total to approximate 500!!! A lot of this credit should go to the GSTA committee, who has done an excellent job of advertising for this program. New this year, we were also able to arrange to send a mass email to all undergraduate students providing them with a direct link to the online nomination forms. Unfortunately, with the overwhelming number of nominations this year, the GSTA committee was swamped with evaluations, and the future of this program seemed in jeopardy due to the simple fact we were running out of volunteers! As a solution, I decided to enlist the support of one graduate student from every department on campus, who will be the "GSTA representative" and perform all the evaluations that arise within their department. This

alleviated a huge burden of the GSTA committee, and I am very thankful for all the SOGS councillors and other grad students who volunteered to be one of these representatives. Without your help, this program could not have continued! More information can be found at: www.uwo.ca/sogs/academic/GSTA .

4. Finally, I would like to mention that a new SOGS scholarship was created in 2004 which falls under my portfolio, called the SOGS 125th Anniversary Scholarship. Four awards of \$1250 each are available to graduate students who pay more in tuition than they receive in funding. Evaluation of eligible candidates for this award is made by the Academic Committee, who considers academic excellence, research and scholarly contributions, and community involvement. The deadline to apply in 2005 is February 28th, 2005 and applications may be downloaded online only at www.uwo.ca/sogs/academic/scholarship.

Thank-you for your continued support. Questions or comments should be addressed to: sogs.academic@uwo.ca .

Graydon Raymer
SOGS VP Academic



Vice President External
February 10, 2005 Annual General Meeting Report
Nicholas Cothros (sogs.external@uwo.ca)
<<http://www.uwo.ca/sogs/>>

It has been a busy year for me as VP External. The term got off to a slow start, as I settled into the role with the aid and guidance of former VP External Anne Escrader. The VP External position is instrumental in keeping the graduate student body informed and representing SOGS and the graduate student community, particularly in matters that relate to the caliber and accessibility of graduate education. To this end, I have served as the voice of SOGS in the Canadian Federation of Students (CFS), where I have engaged other representatives of the student community in discussion on student issues. While broad in scope, the motions and directives put forward during these assemblies pertain either to campaigns and government relations, national education and student rights, and organizational/financial development of the CFS. I have represented SOGS chiefly in the CFS Campaigns and Government Relations Forums, where I have helped to foster discussion on student issues and refine national and provincial campaigns for the student movement.

The campaigns adopted by the CFS cover a wide array of pertinent student issues, such as federal funding for post-secondary education, the development of a needs-based grants system, and the reduction of tuition fees. In the context of the Rae Review, income-contingent loan repayment schemes have begun to figure largely in the development of CFS campaigns. I have adopted the stance that these loan programmes are problematic and represent a threat to accessibility. This position falls in line with that of the CFS. In the Campaigns and Government Relations Forums, I put forward the idea that given the regressive nature of income-contingent loan repayment schemes, the consequences of their implementation, the fact that Bob Rae is a champion of income-contingent loans, and the fact that these loan programmes are largely outside of the awareness of the student community, the CFS should prioritize a campaign centered on income-contingent loan repayment schemes and strenuously raise awareness. The CFS consensus view is that the primary (and longstanding) campaigns to restore federal funding and reduce tuition fees should not become secondary to supplementary campaigns. Citing Western's unique situation, where both our university president and the University Students' Council (the undergraduate counterpart of SOGS) endorse income-contingent loan repayment schemes, I asserted that in the immediate future a campaign to raise awareness of the ills of these loan programmes ought to be prioritized.

For those who are unfamiliar with income-contingent loan repayment schemes, I will provide an outline. The history of income-contingent loan repayment schemes began in 1955, when the American economist Milton Friedman, subscribing to the theory that the sole beneficiary of education is the student, developed income-contingent loan repayment schemes as a way to reduce the role of the state in financing education. Friedman's proposition was that students should bear the cost of education and in order to pay tuition, they should have access to large loans. Upon graduation, the size of the students' loan repayments would be contingent upon their level of income. Graduates with lower levels of income would repay their loans over a longer period of time, while those with high salaries could repay their loans sooner and avoid incurring prohibitively high interest levels. As a result, the higher the level of income upon graduation, the less expensive education becomes. To rephrase this problem in a colloquial fashion, "the rich pay less and the poor pay more." Income-contingent loan repayment schemes are not a form of student aid, but rather, a funding model for postsecondary education that shifts the costs of education to students and their families. Drawing from international data in Australia, New Zealand, and the United Kingdom, the implementation of income-contingent loan repayment schemes is always followed by a withdrawal of public funds from postsecondary education, increasing tuition fees, and high student debt. In Ontario, where there has been a steady and continuing withdrawal of public funds, implementing income-contingent loan repayment schemes would only serve to exacerbate the problem. Additionally, the implementation of such a loan programme would certainly not improve access to postsecondary education for students from low- and middle-income families, which represent the majority of students.

The release of Rae's discussion paper prompted many student groups, university administrations, and faculty associations across the province to issue responses to the Rae Review Panel. SOGS and the Faculty of Graduate Studies (FGS) formulated a joint submission to the Rae Review Panel. This submission was the only joint venture of its kind in Ontario, according to Western's President Paul Davenport. The official FGS response to the Rae discussion paper supported the implementation of income-contingent loan repayment schemes. I was a writer for the SOGS portion of the joint submission. I addressed the FGS response and maintained that SOGS categorically rejects income-contingent loan repayment schemes. With the help of the CFS National Director of Research, in my writing I cited some startling data that communicated the dangers of income-contingent loan repayment schemes.

In anticipation of the Rae Town Hall meeting and the ultimate release of Rae's completed review, President Paul Davenport, Senior Policy Advisor Martin England, and CFS National Director of Research Michael Conlon, engaged in a lively panel discussion of issues surrounding the Rae Review of postsecondary education in Ontario. The panel discussion took place on 17 November 2004, and I moderated the discussion. Using the Rae discussion paper, I posed five major questions to both Davenport and Conlon, relating to issues such as quality, accessibility, and the funding of postsecondary education. Davenport argued that a balance must be struck between tuition fees and public funding. Citing examples from around the world, Davenport refuted the idea that low tuition fees necessarily lead to increased enrolment. Conlon expressed concerns over Rae's endorsement of an income-contingent loan repayment scheme. Davenport and Conlon were united in the belief that the student aid programme must be improved, and that public funding for postsecondary education must increase.

Bob Rae appeared on campus for a Town Hall meeting on 1 December 2004. The meeting began with an opening statement from Rae, after which he fielded questions from the floor. President Muhammad Kamran Khan and I were in attendance, representing SOGS. CFS Ontario Chairperson and former SOGS VP External Jesse Greener was also in attendance. Speaking to Rae and all those in attendance at the meeting, Greener expressed concern over Rae's interest in income-contingent loan repayment schemes and described the problems associated with these loan programmes, most notably the issue of lower accessibility. When granted my turn to speak, I suggested to Bob Rae that a flexible, income-contingent model of funding for postsecondary education already exists: the income tax. I also suggested to Rae and his panel that they should "just say no" to deregulation. Rather than presupposing the income of graduates and charging market prices for education, I posited that students pay (at least in part) for education through income tax.

In 2005, I became a representative of SOGS in an FGS subcommittee devoted to discussing Category I and Category II graduate programmes. At this university, Category II students are hindered by various funding problems. Generally speaking, relative to Category I students, it is difficult for these students to attain scholarships, they seldom are able to secure TA positions, and their tuition is high. Discussing these issues hails back to my days in the Graduate Students' Issues Committee. In these meetings, I suggested that the Category I/Category II distinction is not useful. These students grapple with financial problems that are not trivial and, notwithstanding the popular view; Category II students frequently conduct research and do not graduate with high incomes. Naturally, it behooves us as students to fight for improved funding for these students. This is the stance I have adopted in the FGS subcommittee meetings. There is an ongoing dialogue between the members of this subcommittee and myself. While I do recognize that the university must contend with decreased public funds and find a way to recover lost revenue, I nonetheless support the view that Category II students in general should be better funded. Faculty members of this subcommittee have argued in favour of a system that would grant Category II departments a greater discretionary power in distributing funds to their students, in an effort to mollify the problem to some extent. I warned that the departments must operate in a transparent fashion and adhere to a systematic method, if they are granted more power in making funding decisions. Martin Kreiswirth, the Dean of the Faculty of Graduate Studies, has argued that competition with other universities with similar Category II programmes is of chief importance. The subcommittee has not yet devised a solution and is continuing to meet at semi-regular intervals.

In late 2004, the CFS Ontario Graduate Caucus devised a campaign for the restoration of post-residency fees. Post-residency fees are reduced fees for graduate students who have completed their course work and, in theory, do not use as much of the university's resources, instead focusing most of their time on thesis completion. Graduate students at Carleton University have spearheaded much of the work in this campaign.

The first phase of this plan is for the (graduate) member locals to research post-residency fees at their respective institutions. To that end, I initiated a dialogue with FGS and learned about the history of post-residency fees at UWO. During the 1990s, universities in Ontario began eliminating post-residency fee systems. The University of Western Ontario eliminated post-residency fees in 1993, raising upper-year graduate tuition for domestic students from \$567 to \$1017 per term. For international students, tuition jumped from \$2400 to \$4670 per term. Through the 1990s and into the early twenty-first century, post-residency fees were gradually eliminated across the province. The Ontario Graduate Caucus will compile the data gathered by each (graduate) member local in a single report. The second phase of this campaign is to circulate petitions among graduate students across Ontario. The thrust of the petition is that the undersigned would not support their institutions as alumni unless post-residency fees are restored. I discussed the petition with the SOGS executive and the Graduate Students' Issues Committee (GSIC). My concern was that the petition is rather minatory and could perhaps damage relations between SOGS and FGS. The SOGS executive and GSIC shared my view. I proposed to GSIC that the petition could be rewritten. I forwarded the idea that the petition could be used to argue that post-residency fees could improve time-to-completion rates, as graduate students would be faced with a reduced financial burden and thus finish their work in a timely fashion. At a Social Science Faculty divisional meeting, I described this idea to Dean Kreiswirth and Greg Moran, Provost and Vice-President Academic. They offered the opposite view. Specifically, they suggested that time-to-completion rates seemed to improve at a time more or less coincident with the elimination of post-residency fees. My response was that the claim sounded anecdotal and I requested data to support the notion that higher fees improve time-to-completion rates. Moran conceded that there is no such data. The post-residency fee campaign needs to be discussed further before it is accepted as an initiative under the portfolio of VP External.

In January 2005, I attended a tuition fee meeting along with SOGS President Muhammad Kamran Khan and VP Finance Jennie Thompson. Paul Davenport and selected members of the University Students' Council (USC) board were also in attendance. I took the opportunity to discuss with Davenport the problems associated with income-contingent loan repayment schemes. I presented an informal argument by induction. Given that the implementation of these loan programmes is followed by a withdrawal of public funds, higher tuition fees, and higher student debt in Australia, New Zealand, the United Kingdom, and the United States, then it stands to reason that the same would happen in Ontario and Canada. This is a cogent argument. To endorse the implementation of these loan programmes in Ontario is to assume that our province is somehow special and immune to the effects of income-contingent loan repayment schemes, as observed all over the world. Since Davenport and the SOGS executive agree that postsecondary education is under funded, I recommended that we reject income-contingent loan repayment schemes, as they exacerbate the problem of poor public funding – a problem that the entire university community wrestles with. I asked Davenport to describe his lobby efforts and suggested that there ought to be more cooperation and communication between Davenport and student organizations in order to maximize government lobby efforts. Davenport admitted that cooperation is perhaps missing. I strongly suggested that this problem be rectified. This will be a future initiative for the VP External portfolio.

The *Day of Action* was held on 3 February at 12:00 on Concrete Beach. The Day of Action is an invention of the CFS. The purpose of the Day of Action is to educate students and raise awareness of issues pertaining to postsecondary education. The most pertinent issues today are the steady withdrawal of public funds from postsecondary education, the resulting increases in tuition fees and student debt, and income-contingent loan repayment schemes. I was the principle organizer for the Day of Action and I worked closely with Adil Ahmad and Jeff Pastorius of the UWO Public Interest Research Group (PIRG). Members of GSIC, as well as Anne Escrader, provided additional help. I would like to thank all those who volunteered and assisted in planning the Day of Action. In particular, I would like to recognize the efforts of Ahmad and Pastorius. Without the help of these two tireless activists, the Day of Action would not have been possible. The Day of Action was a great success. Numerous students and community members were in attendance, including groups from two local secondary schools. I began the event by delivering a short speech, describing the state of affairs in Ontario postsecondary education. Four individuals appeared as guest speakers, each offering a unique perspective on the current problems and the future of postsecondary education in this province. Dr. Alan Gedalof, the president of the UWO Faculty Association, David Empey, the president of the UWO Staff Association, Patti Dalton, a secondary school teacher and 2nd Vice-President of the London and District Labour Council, and Dr. Rebecca Coulter, a faculty member, each appeared as guest speakers and delivered

lively and informative speeches to a receptive audience. While press releases and media advisories were issued to many media sources in London, media coverage was limited, lamentably.

Leading up to the Day of Action, I gave presentations to several medium-sized and large undergraduate classes, describing the continued withdrawal of public funds from postsecondary education, the resulting increases in tuition fees and student debt, and the problem of income-contingent loan repayment schemes. Ahmad and Pastorius also gave presentations to large classes. In parallel, Ahmad, Pastorius, some graduate volunteers and myself circulated a petition across campus. The petition, drafted by the CFS, called for increased public funds for postsecondary education, reduced tuition fees, and an up-front system of needs-based grants for full- and part-time students. Thus far, over one thousand signatures have been collected and that figure continues to climb. The critically acclaimed documentary *My Student Loan* was also shown at Huron University College, King's University College, and on main campus in the Centrespot Lounge and the Spoke Lounge, at no cost to students or to SOGS.

On the Day of Action, the assembled masses marched to MPP Deb Matthews' office at 805 Richmond Street. Upon reaching the MPP office, I spoke with Deb Matthews' assistant about public funds, tuition fees, student debt, and income-contingent loan repayment schemes. A series of startling facts about postsecondary education, and a letter that I wrote to Deb Matthews were read aloud and then delivered to Ms. Matthews, via her assistant. The fact sheets and letter were presented as a package along with void photocopies of the signed petitions, as a token of the growing concern among students. The assembled masses then constructed a *wall of debt*: a cardboard "wall" decorated with sheets of paper, each with the total debt of a single student and that student's signature written upon it. Upon my request, Deb Matthews' assistant agreed to schedule a time for me to meet with the MPP.

In response to impending changes to Canadian copyright law, GSIC is in the process of drafting a letter to Marlene Catterall, Chair of the Standing Committee on Heritage. Aaron Keeler, Chair of GSIC, wrote the first draft of this letter. The letter represents an informed and firm objection to a restrictive model of copyright law. The consequences of restrictive copyright law are, among other things, increased fees for students and the erosion of the free Internet. GSIC is planning to hold a copyright information session in March to alert both students and faculty to this growing concern. This plan needs to be refined further. Future GSIC meetings will develop the strategy.



Vice President Finance
February 10, 2005 Annual General Meeting Report
Jennie Thompson (sogs.finance@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Hello Graduate Students,

To date there is not too much to report on for my first three months. I have been very busy getting up to speed on the finances of the Society.

The majority of my time has been dedicated to the Grad Club. Since the expansion of the Grad Club we have been experiencing a loss. Presently, our account manager, Chartered Accountant, the Grad Club Management and I have developed a plan of action devised to increase the profit of the Grad Club, so that it can be self-sustaining as in previous years. Several measures have been undertaken to ensure the accountability of the Grad Club to its membership.

At last council I presented the budget for 2005-06. This year's budget is similar to last year's with few changes. We have attempted to ensure stability of funding for the programs and services that the Society offers. There is a student fee increase; however, this increase is due to increase in our health plan premiums, the cost of the bus pass, and the consumer price index.

Finally, I have been working with the University Administration to ensure that we begin a yearly audit program. This is required for the CCAC and the University in order that they continue to collect our fees.

If you have any questions please feel free to contact me at sogs.finance@uwo.ca. I would also appreciate your suggestions for changes to the Grad Club menu or atmosphere.

Thanks,

Jennie Thompson
VP Finance



Vice President Student Services
February 10, 2005 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 is involved in lots of issues concerning the Society and the Graduate Student body, as well as the workings of the University itself. Some of the work that my position is involved with includes:

Student Services Committee (SSC)

Each year the SSC puts forward to the Board of Governors its recommendations for the student activity fees for the coming year. As the graduate student representative on this committee it is the VP Student Services who must address issues that are pertinent to all graduate students.

SOGS Dayplanner/Handbook

Each year SOGS distributes a handbook along with the student orientation package. This handbook is a significant expense each year. Last year successfully collaborated with the composing department in the ad 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. We have already got a quote from last years printer and the ad office. Distribution of the handbook will be done from the SOGS office in 2005, this is two partially obtain information on exactly how many handbooks are being used.

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, Eric Frempong, 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 have updated the look website twice, the first trial lasted about 1 month then we have the final incarnation. There are still issues with information and clarity of message but on the whole I think this resource is working very well.

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 (record numbers attending in 2004) it has been made a success thanks the execs and to all those who help at the Grad Club.

Sincerely

Ben Hedley
VP Student Services



Grad Club Manager
February 10, 2005 Annual General Meeting Report
Bruce Fyfe (gradclub@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Grad Club Manager's Report

The 2004/05 fiscal year has been a momentous one for the Grad Club. A steady rate of growth, combined with an increasing demand for a fully functional food service operation, compelled The Grad Club to undertake the largest renovations in its history. Thanks to the hard work of Grad Club Staff, Grad Club Committee members, SOGS Councilors and SOGS Executive members, we have been able to build an operation that meets the current needs of our members and provides a solid base for the future.

The new Grad Club kitchen features an interactive cooking operation where pasta and stir-fries are made to order. A deli counter and pannini grill provide freshly made subs and deluxe grilled sandwiches. At the Grill we can now offer burgers, chicken, veggie burgers and much more for 12 months of the year. Breakfast Menus, Pub Grub Menus along with “grab and go” items such as soups, salads, sandwiches, sushi and pizza round out the menu.

The Grad Club has striven to provide affordable, healthy options every day. Each day our “features” menu includes vegetarian options. Salads are available, as a healthy alternative to our very popular fries, for all features and entrees. Fresh soups are available daily along with Sushi and Grab and Go Sandwiches. The interactive stir-fry and pasta bar places a high emphasis on fresh, healthy ingredients for our patrons.

The renovations also include expansion of the south end of the bar to include extra space for busy times and to offer a conference or boardroom for private meetings and functions. The room features a board table that seats 20 people, a screen for presentations and extra data and electrical outlets for computer use. Our kitchen facilities allow the Grad Club to offer breakfast, lunch and dinner meetings in the space as well as a location for group coffee breaks, and late day social functions. Departmental retreats, graduate student seminars, Administrative events and informal celebrations have been booked into the new space, providing a new revenue stream for the Grad Club.

The expansion has also provided financial challenges for the Grad Club. A food service operation is necessarily a labour intensive operation. While a single bartender can generate \$1,800 to \$2,000 in sales it requires 4 to 5 people to generate an equivalent amount in food service. The challenge for the Grad Club is to minimize labour costs, without sacrificing quality and speed, while also providing a varied and affordable menu.

The normal growing pains of a new food operation have been felt by the Grad Club with the expected financial losses experienced in the first months of operations. We have, with the assistance of the SOGS Executive and Grad Club Committee, looked to alleviate those pains by streamlining the menus, trimming staff and hours of operations, searching for different sources of supply and bringing all costs into line with industry standards.

However, even with all of the efforts to make the Grad Club operation thrive, we must also rely on the support of all Graduate Students and Associate Members to ensure long term viability. The Grad Club seeks to balance its mandate to provide a social space for Graduate students, where they can feel free to bring in their bagged lunches, and use the facilities to study and discuss issues, with the financial requirements

associated with operating in this space. Without increased support by the membership no amount of re-budgeting will generate a business model that can succeed.

Finally, the hard work of a number of people over the past year must be acknowledged. What started as informal discussions a year ago with UWO Administration on the long-term needs of the Grad Club and the Society of Graduate Students has resulted in a facility that is the envy of most Graduate Student-based operations and many of the undergrad operations across the country. Past SOGS President Daryl White and former VP Finance Dylan Gault expended a considerable amount of time and energy to develop a business plan and vision for the “new” Grad Club. Grad Club Committee members examined plans and offered many insightful recommendations. Grad Club staff have worked through some very trying times, dodging contractors and working in a very chaotic work space. Eileen Quigg, Grad Club Assistant Manager, worked a tremendous number of hours overseeing the construction phase and start up of the new facility. During a particularly trying time, when the Manager was required to be away from the Grad Club, Eileen undertook all management duties and should be lauded for her efforts. Mark Brigham, the new Grad Club Kitchen Manager, walked into an operation that was using a pool table for its main preparation area and worked hard to create a professional kitchen that receives praise daily for its quality and service. And of course, Raquel and Olga, in the SOGS Office, and all of the new Executive members have played important roles in ensuring the long-term viability of the Grad Club.

There are lots of opportunities for the Grad Club to grow and to provide dividends to the SOGS membership. The continued feedback and support of all Graduate students is essential, however, to maintain the Grad Club as the principal social space for Graduate students on campus.

Bruce Fyfe
Grad Club Manager



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

I, _____, hereby proxy my vote for the February 10, 2005 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