

**Society of Graduate Students
March 25, 2010 Council Meeting
University Community Centre, Room 56**

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**SOCIETY OF GRADUATE STUDENTS
COUNCIL MEETING**

March 25, 2010

AGENDA

6:00 – 9:00 pm

- 1) Adoption of Agenda
- 2) Guest Speaker
- 3) Announcements
- 4) Reception and Approval of the SOGS Council Minutes for February 25, 2010
- 5) Orders of the Day
 - a) Motions arising from the President
 - b) Motions arising from Other Committees
 - c) Other Motions
- 6) Executive/Committee/Councillor Reports
 - a) President
 - Policy Committee
 - Ad Hoc Personal Policy Committee
 - b) VP Academic
 - Academic Committee
 - GSTA Awards Committee
 - WGR Editorial Board
 - c) VP External & Communications
 - Equity Committee
 - Graduate Student Issues Committee
 - d) VP Finance
 - Bursary Committee
 - Finance Committee
 - Grad Club Committee
 - Ad Hoc Sustainability Committee
 - e) VP Student Services
 - Health Plan Committee
 - International Graduate Student Issues Committee
 - Orientation Committee
 - f) SOGS Commissioners' Reports
 - Disabilities Commissioner
 - Pride Commissioner
 - g) Councillor Reports
 - h) Senator and Board of Governor Reports
- 7) New Business/Open Forum

SOGS Council Attendance Report February 25, 2010

Represents (Dept)	Name	IN	OUT	Notes
Anatomy & Cell Biology	TaeEun Ahn	6:10	7:10	
Anatomy & Cell Biology	Luis Quail			
Anthropology	Alyson Jaagumagi			
Anthropology	Dina Najjar	6:10	8:00	
Applied Mathematics	Susanna Hug	6:10	7:15	
Applied Mathematics	Walid Mnif	6:10	7:23	
Astronomy & Physics	Robbie Halonen			
Astronomy & Physics	Bushra Hussain			
Astronomy & Physics	Draco Szathmary			
Biochemistry	Kathryn Garside			
Biochemistry	Ben Kleinstiver			
Biochemistry	Stephanie Kvas	6:10		
Biology	Tanya Berkers	6:10		
Biology	Jason Brown	6:10		
Biology	Eridan Pereira			
Biology	Andrea Pitts			
Biology	Sonja Teichert	6:10		
Biomedical Engineering	Erden Ertorer	6:10	7:55	
Biomedical Engineering	Corey Smith	6:10		
Board of Governors	Jonathan Berg			
Business (Ph.D)	Heather Spiegel			
Business (Ph.D)	vacant			
Chemistry	Joshua Byers	6:10	7:10	
Chemistry	Jessica Dechene	6:10		
Chemistry	Tetyana Levchenko	6:10	7:35	
Chemistry	Radu Racovita	6:10	7:13	
Classical Studies	Daniel Levy			
Comp. Lit	Anirban Halder			
Computer Science	Andrew DeLong	6:30		
Computer Science	Md. Nazrul Islam	6:10	7:15	
Computer Science	Gaston Keller			
Computer Science	Vadim Mazalov	6:10	7:15	
CSD	Nimrit Grewal	6:10		
CSD	Bonnie Lampe	6:10	8:00	
CSD	Silvana Rotulo	6:10	7:35	
Disabilities Commissioner	Chelsea Mohler			
Earth Sciences	Saralyn Horvath	6:10	7:45	
Earth Sciences	Sam Russell	6:10		
Earth Sciences	Reynold Sukara			
Economics	Erica Pridoehl	6:10	7:55	
Economics	Jacob Wibe			

Represents (Dept)	Name	IN	OUT	Notes
Education	Jensen R. Caughlin			
Education	Magdalena Stepien			
Education	Zheng Zhang	6:10	7:35	
Education	vacant			
Education	vacant			
Education	vacant			
Engineering Science	Ahmed Alassuity	6:12		Alt. K. Penev
Engineering Science	Reza Azarderakhsh			
Engineering Science	Stephen Black	6:10		Alt. S. Amirnia
Engineering Science	Mohamed El Marassi	6:10	7:14	
Engineering Science	Mohamed El Semelawy	6:10	7:15	
Engineering Science	Ahmed Elatar	6:10	7:17	
Engineering Science	Abdullah Hafiz			
Engineering Science	Ahmed Hamada	6:55	7:20	time short
Engineering Science	Md. Yahia Hussain	6:10	7:25	
Engineering Science	Chowdhury Jubayer	6:10	7:55	
Engineering Science	Mehran Mozaffari Kermani	6:10		Alt. R. vanderZanden
Engineering Science	Kai Pisters			
Engineering Science	Md. Jahidur Rahman	6:10		Alt. D. Dechene
Engineering Science	Ahmed Soliman	6:10	7:14	
Engineering Science	Islam Soliman	6:10	7:32	
Engineering Science	Mostafa Zaman			
English	Sally Colwell			
English	Kevin Godbout	7:15	8:00	time short
English	Erica Leighton	6:10		
English	Sherry Thompson			
Environment & Sustainability	Jean-Louis Charette	6:10		
Epidemiology & Biostats	Candi Flynn	6:10		
Epidemiology & Biostats	Sabrina Youash	6:10	7:55	
Executive - President	Rick Telfer			
Executive - Speaker	Alison Braley	6:10		
Executive - VP Academic	Natalie Szudy			
Executive - VP External	Saidur Chowdhury			
Executive - VP Finance	Duncan Sutherland	6:10		
Executive - VP St. Services	Jenny Jiang			
Family Medicine	vacant			
Food & Nutrition	Jenille Hutchinson	6:10	7:15	
French & Linguistics	Michelle Andrighetti	6:10	7:15	
French & Linguistics	Traci Wai	6:10	7:25	
Geography	Matt Maltby	6:10	7:30	
Geography	Richard Sadler			
Global Film Culture	Adam Szymanski			
GTA Union Representative	Reza Azarderakhsh			
Health & Rehab Sciences	Kristen Bishop	6:10	7:20	

Represents (Dept)	Name	IN	OUT	Notes
Health & Rehab Sciences	Lizebeth Cox	6:10		
Health & Rehab Sciences	Christine Cullion	6:10	7:20	
Health & Rehab Sciences	Charity Davy	6:10	7:20	
Health & Rehab Sciences	Sarah Woodmore-Goodwin	6:10		
Hisp Studies	vacant			
History	Christopher Hum			
History	Randy Kissack	6:10	8:00	
History	Adam Rochweg			
Journalism	Lauren O'Neil			
Kinesiology	Stefanie De Jesus	6:10	7:45	
Kinesiology	Casey Gray	6:10	8:00	
Kinesiology	Carly McKay			
Kinesiology	Jacqueline Simatovic	6:10	7:15	
L&IS-M	Gary Collins			
L&IS-M	Katie Granton	6:10	7:15	
L&IS-M	Karen Hine			
L&IS-M	Gary Jermy			
L&IS-M	Stefan Todoroff	6:10	7:15	
L&IS-M	vacant			
L&IS-PhD	Lucia C. Serantes			
Law	Scott Armstrong	6:10	7:53	
Mathematics	Mohammad Hassenzadeh			
Media Studies	Kyle Asquith	6:10		
Media Studies	Maeghan Pirie			
Medical Biophysics	Udunna Anazodo	6:10	7:10	Alt. M. Ridha
Medical Biophysics	Timothy Yeung	6:10		
Medical Biophysics	Geoffrey Zeni			
Microbiology & Immunology	Matt Rytelewski	6:10	7:17	
Microbiology & Immunology	Jessica Tong	6:10	7:15	
Music	Leigh Allen			
Music	Richard English	6:10	7:15	
Music	Michelle Garlough			
Music	Daisy Tam	6:10	7:25	
Neuroscience	Iman Janemi			
Neuroscience	vacant			
Nursing	vacant			
Nursing	vacant			
Occupational Therapy	Kevin Li	6:10	7:00	time short
Occupational Therapy	Val MacIntyre	6:10	7:10	
Occupational Therapy	Laura Mee	6:10	7:10	
Occupational Therapy	William Tam			
Orthodontics	vacant			
Pathology	Christina Yang			
Philosophy	Mallorie Malone	6:10		

Represents (Dept)	Name	IN	OUT	Notes
Philosophy	Nicolas McGinnis	6:10		
Physical Therapy	Stephanie Cornell	6:10	7:15	
Physical Therapy	Kelsey Maxymyshyn	6:10	7:40	
Physical Therapy	Stephanie Mills	6:10		
Physical Therapy	Chris Statten	6:10	7:20	
Physiology and Pharm.	Kim Beaucage			
Physiology and Pharm.	Jessica Osumek	6:10	7:30	
Physiology and Pharm.	Ryan Shugg			
Physiology and Pharm.	Sonia Volante	6:10	7:30	
Political Science	Robert Maciel	6:10		
Political Science	Chad Pilkington	6:10	8:00	
Psychology	Caroline Bennett-AbuAyyash	6:10		
Psychology	Paula Brochu			
Psychology	Pralle Kriengwatana	6:10	7:20	
Psychology	Neil McMillan	6:10	7:20	
Public Administration	Carolina Oteiza	6:10	7:15	
Senate	Jonathan Berge			
Senate	Jenny Jiang			
Senate	Brent Sherar			
Senate	Rick Telfer			
Social Work	Blaire Courville	6:10	7:13	
Sociology	Julie Peters			
Sociology	Victoria Sit	6:10	7:55	
Stats & Actuarial Sciences	Paul Nguyen			
Stats & Actuarial Sciences	vacant			
Theology	vacant			
Theory & Criticism	vacant			
Theory & Criticism	vacant			
Visual Arts	vacant			
Visual Arts	vacant			
Women's Studies	Elizabeth Leinveer			

SOGS Council Meeting Minutes

Draft

February 25, 2010

6:00 pm

1. Agenda Changes

- No guest speaker
- Ratification of President
- Other Motions

2. Reception and Approval of the SOGS Council Minutes of the January 28 Council Meeting

pg.11 to:

S. Beasley (Biochemistry) – at that time we didn't have a policy. The line item description was changed to be sure that the **fun**ds benefit graduate students directly. It was used for sustainability initiatives, V-day sponsorship, GTA Food Bank, etc. You must fill out a form and have matched funds requested.

Nicolas McGinnis – does Philosophy have 2 or 3 positions? – Olga to look into it.

Pg.13 to:

R. vanderZanden (Engineering) – What's the difference? – to be removed

R. vanderZanden (Engineering) – “could this be taken on by GSIC?” should read – It was suggested by Council that GSIC work on this issue, would you please ask GSIC to look into the issue and report back.

Minutes received and approved with changes.

3. Announcements

- >Welcome to all Councillors to the SOGS February Council Meeting with a special welcome to new Councillors. There are new Councillor packages available .
- Quorum is 30.
- The next Council meeting will be on March 25th in this room.
- The Ontario Student Opportunity Trust Fund, Out of Province and Grad Club Bursaries will be due no later than February 28th and the 125th Scholarship is due by 4 pm tomorrow.
- Please excuse the mess in the SOGS office. If anyone can help for an hour or so, it will be greatly appreciated. A Grad Club voucher will be supplied.
- Remember you **MUST** sign in at the beginning of Council with your signature and time and if you leave before the meeting is adjourned, you must indicate the correct time on the sign out Council Attendance Sheet. If you leave once the meeting has been adjourned there is no need to sign out.

4. Elections

As of February 12th, only one Presidential nomination had been received. Mr. Duncan Sutherland therefore will therefore be acclaimed as President of SOGS for 2009-2010. Acclamation ratified.

C. Pilkington (Political Science) – objection to how president is ratified.

Speaker – objection noted, but this must go to BCC as it would require changes to the bylaws.

Bylaws & Constitution Committee – S. Armstrong

5. Orders of the Day

a) Motions Arising from the President

b) Motions Arising from Other Committees

Motion 1

WHEREAS the use of proxies is currently required to maintain quorum in Society committees; and

WHEREAS restricting committee membership to devoted and useful members may help improve committee workings; and

WHEREAS some committees (e.g., maybe Academic Committee when WRF is in full swing?) may want to have a lot of volunteers who don't need to be present or count for quorum when making decisions for the committee business as a whole; and

WHEREAS committees are best able to determine for themselves their own policies; and
WHEREAS bylaw changes are explicitly required to allow committees to decide these policies:

BIRT Bylaw 9 (Committees of the Society) be amended to include 9.X, positioned between 9.3 and 9.4, to read:

9.X Committee policies

9.X.1 Each committee shall have a Committee Policy document, distinct from other committees' policy documents or any other policy document.

9.X.2 A Committee Policy document describes any policies used to conduct business in the committee or membership in the committee. Notwithstanding guidelines or restrictions mentioned in Robert's Rules of Order, each committee has the power, via its Committee Policy document, to:

a) Allow email voting, mail voting and/or fax voting and to specify the conditions under which these voting methods are permissible for conducting official business.

b) Limit membership to a specific number.

c) Establish a Steering Committee, where the Steering Committee has its own policies, as per 9.X.2, distinct from those of the committee as a whole. Official business done by the Steering Committee shall be automatically ratified and taken to be official business done by the committee as a whole. Motions and reports from the Steering Committee shall be considered official business of the committee under Bylaw 15.3.6.

9.X.3 All amendments to a Committee Policy document must be approved by the committee as official committee business. Amendments to a Committee Policy document come into effect immediately. Notice of any amendment to the Committee Policy document must be given to the Official Liaison of the committee within two (2) business days of being approved.

BIFRT Bylaw 9.3 (General) be amended to include 9.3.Y, positioned between 9.3.5 and 9.3.6, to read:

9.3.Y For the purposes of determining quorum, membership of any committee of the Society shall constitute only those members who are currently present or who have attended at least one meeting of the same committee in the past.

BIFRT Bylaw 9.2 (Duties of the Chairperson) be amended to include 9.2.Z, positioned between 9.2.8 and 9.2.9, to read:

9.2 The Chairperson shall:

9.2.Z maintain a Committee Policy document and make it available in the SOGS office.

BIFRT the bylaws be renumbered appropriately.

Moved – D. Dechene (Engineering)

Seconded – J. Dechene (Chemistry)

This motion will allow committees to set their own priorities.
Motion passes.

Motion #2 - Chain of command for CRO/DRO

WHEREAS the Chief Returning Officer (CRO) and Deputy Chief Returning Officer (DRO) have important duties during an election cycle, as per Bylaw 4; and WHEREAS it is important that the positions of CRO and DRO remain free of the politics of the SOGS Executive wherever possible; and WHEREAS the chain of command for CRO is insufficiently clear, specified only by bylaws 6.2.1.5 and 2.2.12, which read as follows:

6.2.1.5 In the event of a vacancy in the position of Speaker the duties shall be assumed by the chair of the BCC until a by-election can be held

2.2 The Speaker

2.2.12 shall serve, *ex officio*, as Chief Returning Officer of the Society, in which capacity he or she shall be responsible for the conduct of elections and referenda, in accordance with the provisions of Bylaws 3 and 4.

WHEREAS the duties of Speaker and CRO, even though typically done by the same person, should be separated as a matter of principle and clarity and to ease the transition in case future Councils of the Society wish for the roles to be assumed by distinct people; and

WHEREAS the President should be a last resort for the apolitical positions of CRO and DRO due to it being generally impossible for a president to run in a presidential election (exception that they have very recently been elected in a by-election), as per article 6.5.1 of the Society's Constitution:

BIRT Bylaw 2 (Duties of Non-executive Officers) be amended to include 2.X and 2.(X+1), positioned between 2.2 and 2.3, to read:

2.X The Chief Returning Officer (CRO)

2.X.1 shall be responsible for the conduct of elections and referenda, in accordance with the provisions of Bylaws 4, 5, 6.1 and 7.

2.X.2 must vacate the position of CRO in any election or by-election in which he or she is a candidate or intends to be a candidate or has a conflict of interest, as specified by Bylaw 11, with one of the candidates, or in any referendum in which he or she is a member of any referendum group.

2.X.3 must not be the same person as the Deputy CRO.

2.(X+1) The Deputy Chief Returning Officer (Deputy CRO)

2.(X+1).1 shall be responsible for overseeing investigations of campaign improprieties and charges of appeal during elections and referenda, in accordance with Bylaw 4.

2.(X+1).2 must vacate the position of Deputy CRO in any presidential election or presidential by-election in which he or she is a candidate or intends to be a candidate or has a conflict of interest, as specified by Bylaw 11, with one of the candidates, or in any referendum in which he or she is a member of any referendum group.

BIFRT Bylaw 2.2 be amended to include 2.2.W, positioned at end of 2.2, to read:

2.2 The Speaker

2.2.W must vacate the position of Speaker for the duration of a vote to recall the Speaker, as per Bylaw 7.2.

BIFRT Bylaw 2.2.12 by struck and replaced with:

2.2 The Speaker

2.2.12 shall serve, *ex officio*, as Chief Returning Officer of the Society.

BIFRT Bylaw 9.4.4.5.5 shall be struck and replaced with:

9.4.4 The Bylaws and Constitution Committee (BCC)

9.4.4.5 shall have a chair who
 9.4.4.5.5 shall assist the Speaker in the performance of the Speaker's duties.
 BIFRT Bylaw 9.4.4.5 be amended to include 9.4.4.5.Y, positioned between
 9.4.4.5.5 and 9.4.4.5.6 to read:
 9.4.4 The Bylaws and Constitution Committee (BCC)
 9.4.4.5 shall have a chair who
 9.4.4.5.Y serves, ex officio, as Deputy Chief Returning Officer of the Society.
 BIFRT Bylaw 9.4.4 be amended to include 9.4.4.6, to read:
 9.4.4 The Bylaws and Constitution Committee (BCC)
 9.4.4.6 shall, at all times, maintain a Deputy Chairperson.
 BIFRT Bylaw 6.2.1.5 be struck and replaced with:
 6.2.1.5 In the event of a vacancy in the position of Speaker the duties shall
 be assumed in order of preference
 i. by the chair of the Bylaws and Constitution Committee
 ii. by a member elected Speaker pro tem at a Council meeting. The President
 or, in the absence of the President, any member of the Executive, shall serve
 as Speaker to oversee the election of a Speaker pro tem.
 BIFRT Bylaw 6.2.1 (Chain of Command) be amended to include 6.2.1.Z and
 6.2.1.(Z+1), position between 6.2.1.5 and 6.2.1.6, to read:
 6.2.1.Z In the event of a vacancy in the position of Chief Returning Officer the
 duties shall be assumed in order of preference
 i. by the chair of the Bylaws and Constitution Committee
 ii. by the Deputy Chairperson of the Bylaws and Constitution Committee
 iii. by a member elected Chief Returning Officer by Council or by the general
 membership at a General Meeting.
 6.2.1.(Z+1) In the event of a vacancy in the position of Deputy Chief
 Returning Officer the duties shall be assumed in order of preference
 i. by the Deputy Chairperson of the Bylaws and Constitution Committee
 ii. by the President
 iii. by a member elected Deputy Chief Returning Officer by Council or by the
 general membership at a General Meeting.
 BIFRT the leading paragraph of Bylaw 11.1 be amended to read (amendment
 in bold):
 11.1 A conflict of interest arises when a current member of Council, of the
 Society's Executive, **or of the Society's non-executive Officers**, or of a
 committee of the Society, has or could be seen to have the opportunity to use
 the authority, knowledge, or influence derived from her or his position to
 benefit improperly the member or another person. Such situations include but
 are not limited to the following:
 BIFRT Bylaw 9.4.4.5.2 be struck.
 BIFRT Bylaw 9.4.4.5.6 be struck.
 BIFRT Bylaw 1.2.13 be struck.
 BIFRT the bylaws be renumbered appropriately.

Moved – D. Dechene (Engineering)
 Seconded – J. Dechene (Chemistry)

There was no chain of command before. Now it will be established.
 Motion passes.

Motion #3 – Motion to allow effective investigation of appeal

WHEREAS nothing in the bylaws currently compels parties to co-operate with election and referendum appeals; an

WHEREAS the fairest outcome of an election or referendum depends upon effective investigations of election and referendum appeals; an

WHEREAS the scope in which SOGS members should be compelled to act should be limited to their duties as elected or potentially elected officers

BIRT Section 4.9 (Campaign Impropriety and Appeals) be amended to include:

4.9.4.1 Should a candidate/referendum group receive a request from the Deputy CRO to provide factual information which wholly pertains to an investigation of campaign impropriety, the candidate/referendum group must respond within one half of the investigation time. Failure to respond within the time frame will result in a report of non-response in the Deputy CRO's written report.

BIFRT the bylaws be renumbered as appropriate.

Moved – J. Dechene (Chemistry)

Seconded – R. vanderZanden (Engineering)

Amended motion:

BIRT Section 4.9 (Campaign Impropriety and Appeals) be amended to include:

4.9.4.1 Should a candidate/referendum group receive a request from the Deputy CRO to provide factual information which wholly pertains to an investigation of campaign impropriety, the candidate/referendum group must respond within one half of the investigation time or **twenty-four hours whichever is greater**. Failure to respond within the time frame will result in a report of non-response in the Deputy CRO's written report.

BIFRT the bylaws be renumbered as appropriate.

Moved – S. Armstrong (Law)

Seconded – C. Jubayer (Engineering)

Amendment passes.

Amended motion passes.

Motion #4 - Motion to create a process for joining committee

WHEREAS members currently can join committees either through an appointment of Council or by act of the Chairperson of the committee, as per Bylaw 9.2.2; an

WHEREAS Bylaw 9.2.2 currently reads

9.2 The Chairperson shall

9.2.2 have the authority to appoint members to the committee, for a term no longer than one year, renewable indefinitely

WHEREAS Bylaw 9.3.6 allows committee Chairpersons to remove members of the committee for dereliction (i.e., not showing up to meetings); an

WHEREAS the committee Chairperson may currently be the only person informed of a committee member being removed from the committee for other reasons (e.g., resignation); and

WHEREAS there is no record of who is a member of a committee and who is not:

BIRT all committee Chairpersons submit a list of members currently appointed to the committee to Council before the next Council meeting.

BIFRT 9.2.2 be struck and replaced with

9.2 The Chairperson shall

9.2.2 have the authority to appoint members to the committee, for a non-renewable term extending to the next Council meeting.

BIFRT 9.2 be amended to include 9.2.X, positioned between 9.2.2 and 9.2.3, to read

9.2 The Chairperson shall

9.2.X submit to Council a list of members appointed to the committee and removed from the committee since the previous Council meeting.

BIFRT 9.3 be amended to include 9.3.Y, positioned after 9.3.6, to read

9.3.Y Members of a committee appointed by the Chairperson shall be permanent members of the committee after their names have been submitted to Council, as per Bylaw 9.2.X, unless a motion to object to a member appointed to a committee via Bylaw 9.2.2 is passed by Council.

BIFRT the Bylaws be renumbered appropriately.

Moved – D. Dechene (Engineering)

Seconded – R. English (Music)

Motion passes

c) Other Motions

MOTION #1 Victoria Sit (Sociology)

BIRT Council authorize the BCC to look into the inclusion of graduate student ~~(s)~~ representatives of the Graduate Education Council as ex-officio members of SOGS Council.

Moved – V. Sit (Sociology)

Seconded – R. English (Music)

Amended motion passes.

MOTION #2 Victoria Sit (Sociology)

BIRT the BCC be directed to look into the possibility of amending Bylaw 15.4.3 to read "15.4.3 **The graduate students representatives to the Graduate Education Council**, graduate student Senators and the graduate student representatives to the Board of Governors (if a full or associate member of the Society) shall have a standing invitation to all Executive meetings."

Moved – V. Sit (Sociology)

Seconded – N. McMillan (Psychology)

Motion passes.

6. Executive/Committee/Councillor Reports

a) President

Any questions about the President's report should be directed to him.

b) VP Academic

Speaker reminded Council that the Western Research Forum is this Saturday. Registration is \$10 and that entitles the person to the whole day's events, refreshments, the keynote speaker and dinner.

Any questions about the VP Academic's report should be directed to her.

c) VP External & Communications

Any questions about the VP External & Communications' report should be directed to him.

K. Penev informed Council that this is Black History month. Undergrads had organized a very extensive program throughout the month. Mr. Penev also informed council that at the end of March there will be a racism awareness event. If anyone wants to help, they should contact the GSIC chair, Ross Graham.

d) VP Finance

D. Sutherland informed council that the Grad Club will be closing at 5 pm on Saturdays.

The Finance Committee is looking at the possibility of investing money. Prior invested money was liquidated to renovate the Grad Club.

e) VP Student Services

Any questions about the VP Student Services' report should be directed to her.

J. Dechene informed Council that there will be an OC sponsored party in April. She also mentioned that the Orientation Committee Report was attached to the Council package.

f) SOGS Commissioners' Reports

g) Councillor Reports

h) Senator and Board of Governor Reports

7. New Business/Open Forum

Motion #1:

Whereas in Fall 2009, at least 10% of SOGS members signed a petition seeking a referendum on continued membership in the Canadian Federation of Students-Ontario, and Whereas the SOGS President received a letter dated December 1st, 2009 from the Canadian Federation of Students-Ontario failed to recognize acceptance of such a petition, and Whereas the aforementioned petition was delivered by a process server to the Canadian Federation of Students-Ontario on September 29th, 2009, and Whereas the contract between SOGS members and CFS-Ontario represents a significant financial contract,
BIRT SOGS write a letter to the Canadian Federation of Students-Ontario (CFS-O) condemning the denial of the petition by CFS-O and SOGS authorize drafting and sending of said letter by the VP External in consultation with the VP Finance.

Moved – R. vanderZanden (Engineering)

Seconded – D. Dechene (Engineering)

R. vanderZanden – petition was signed by more than 10% of graduate students and the petition was delivered to CFS-Ontario. They have denied receiving this document. We ask that the VP External, with the VP Finance, write a strong letter outlining SOGS concerns. The VP Finance should be involved because we a large portion of our budget is sent to the CFS.

D. Dechene – about 500 students signed the petition. There is an affidavit that says it was received, but they continue to deny receiving the document.

C. Bennett (Psychology) – why did they deny receiving the petition?

D. Dechene – They claim that no such paper was received even though we have a sworn affidavit that says the papers were served.

C. Pilkington (Computer Science) – against – hasn't heard enough to make an informed decision.

S. Armstrong (Law) – for – evidence is compelling – they should have received the papers and acknowledged.

R. Kissack (History) – against – before condemning something, more information needed.

N. McGinnis (Philosophy) – against – conditional – on page 44 of the council package there is a letter that says CFS has received the letter.

D. Dechene – clarification – that is not the correct letter. CFS-National did receive the letter – CFS Ontario is not the same as CFS National.

K. Asquith (Media Studies) – against – talking about two different things. The motion is about CFS-Ontario not receiving the package, while the other concern is about having used a process server. – not sure what we are condemning them for – not receiving the package or use of process server.

D. Dechene – for – use of ‘condemn’ is standard wording – regardless if you are for or against the CFS, we pay them a large sum of money and they should be accountable

R. vanderZanden – we shouldn’t argue over semantics – more than 10% of the graduate population signed the petition and they should respect that

R. Maciel (Political Science) – Point of Information - why was the document sent with a processor and not by registered mail? (A – D. Dechene – CFS requires that such documents be sent by registered mail. When this was done in the past, they claim not to have received the document. They may not have accepted a registered mail document. By using a processor, this is going one step further. We wanted to ensure that the document arrived.

D. Sutherland – call the question

S. Armstrong – seconded

Question called

Yes - 22

No – 20

2/3 required to pass

Motion fails.

Motion #2:

BIRT the sponsorship line item be used to fund RNI New Year’s event in matching funds up to \$250.

Moved – D. Sutherland

Seconded – S. Armstrong

2/3 required to pass

Motion passes.

Motion #3:

Whereas the SOGS President received a letter dated December 23th, 2009 from the Canadian Federation of Students (CFS) accepting reception of a petition seeking a referendum on continued membership in the CFS, and

Whereas in accordance with CFS Bylaws, SOGS must appoint two members to the Referendum Oversight Committee (ROC), and

Whereas the aforementioned letter also invites SOGS to appoint two members to the ROC once the names on the petitions have been verified, and

Whereas the names on the petition have already been verified by the School of Graduate and Postdoctoral Studies,

BIRT SOGS council elect two SOGS members to be appointed to the ROC immediately following adoption of this motion.

Moved – D. Dechene

Seconded – R. vanderZanden

Chosen members:

Dan Dechene

Chad Pilkington

Alternate – Ryan vanderZanden

Motion to adjourn

Moved – D. Sutherland (VP Finance)

Seconded – S. Armstrong (Law)

SOGS ANNUAL GENERAL MEETING

Minutes

Draft

University Community Centre – Room 56

February 11, 2010

5:50 - pm

1. Approval of Agenda

Moved: Steven Beasley (Biochemistry)

Seconded: William Tam (Occupational Therapy)

Passed

2. Approval of ratified Minutes of the 2009 AGM

Moved: Duncan Sutherland (Chemistry)

Seconded: Scott Armstrong (Law)

Passed

3. Approval of Minutes of the August 2009 GM

Moved: Scott Armstrong (Law)

Seconded: Tanya Berkers (Biology)

Passed

4. Approval of Minutes of the November 2009 GM

Moved: Steven Beasley (Biochemistry)

Seconded: Scott Armstrong (Law)

Passed

5. Announcements

- Welcome to the Annual General Meeting
- Quorum is 30.
- Light refreshments will be offered after tonight's meeting at the Grad Club.
- The SOGS OSOTF, OOP, Grad Club Bursaries and the 125th Scholarship deadline is February 26th.
- The Western Research Forum will be held on Saturday, February 27 in the Wave and UCC conference rooms. Dinner and award presentations will follow the talk. Tickets to the talk will be sold for \$10. Watch the Western Research Forum website for more details.
- Nominations for SOGS President are open and will close tomorrow Friday, February 12 at 5 pm. Nomination forms are available in the SOGS office, and here at the desk.
- The next Council meeting will be February 25st.
- The SOGS office will be closed from February 15 for one week for renovations.

6. Orders of the Day

BIRT SOGS adopt the budget for Fiscal Year 2010-2011 as proposed by the Finance Committee and recommended to the membership by Council at its meeting of January 28, 2010.

Moved: Duncan Sutherland (VP Finance)

Seconded: Dan Dechene (Engineering)

Passes

BIRT the ballots from the Presidential recall be destroyed.

Moved: Jessica Dechene (Chemistry)
Seconded: Scott Armstrong (Law)
2/3 needed to pass
Passes

7. Executive Update Reports

a) President, Rick Telfer

- first part of term worked on working out details of health plan
- first few months were busy with producing handbook
- attended several CFS meetings – May, August (Ontario), February (National Graduate Caucus)
- signed off on Society audit
- conducted fall orientation sessions in departments
- GSIC – created official facebook page for SOGS and president
- attended and participated in various meetings with Administration
- S. Beasley (Biochemistry) – will the report be included in Council package?
- R. Telfer – everything has already been reported on in monthly packages.

b) VP Academic, Natalie Szudy

- Western Research Forum will be on February 27; schedule will be posted on the website shortly; keynote speaker is Alyssa Gilbert – “The Imposter Syndrome”

c) VP External & Communication, Saidur Chowdhury

- presented written report

d) VP Finance, Duncan Sutherland

- SOGS and Grad Club financially stable

e) VP Student Services, Jenny Jiang

- International Graduate Student Issues Committee – had a successful bowling night; works with SDC on various projects; helped in Haiti relief
- Orientation Committee – Successful Christmas party; well organized bash for all students; new event in March or April. Committee members needed
- Health Plan Committee – deadline for opting-in/out was in September. HPC is looking at submissions for bursaries
- will be conducting a survey in March/April on what graduate students think the health plan should do for students.

8. Updates

- Non-executive updates
- Councillor updates
- SOGS Board of Governors Representative update
- SOGS Senator Representative update(s)
- Committee Chair Reports

9. New Business/Open Forum

Motion to adjourn

Orders of the Day

a) Motions Arising from the President

b) Motions from Committees

BCC

WHEREAS proxy voting should be prohibited, as described in the report from the BCC to February Council; and

WHEREAS the BCC still feels it is irresponsible to prohibit the use of proxies from committee work until it can be demonstrated that committees can reasonably function without them; and

WHEREAS Bylaws prohibiting proxies are redundant, as proxies are already prohibited by Robert's Rules unless explicitly allowed; and

WHEREAS this would not affect the use of alternates, only proxies:

BIRT Bylaws 4.7.4, 6.1.13, 15.2.2.2, 15.3.11.4 and 15.3.11.5 be struck.

BIFRT 15.2.2.1 be amended to strike the clause "and".

BIFRT 15.2.3 be amended to strike the last sentence, which reads "Proxies count for quorum."

BIFRT Section 15.3.11 be renamed "Alternate Councillors".

BIFRT 15.3.11.2 be amended to replace "SOGS alternate Councillor/Proxy form" with "SOGS Alternate Councillor form".

BIFRT the Bylaws be renumbered accordingly.

VP Finance

BIRT Council accept the 2010-2011 Grad Club budget.

c) Other Motions

Motion 1 – Brent Sherar

Whereas the cost of tuition continues to rise and remains a barrier to program entry;

Whereas tuition payment is required in full at the beginning of each term;

Whereas tuition may be paid in two portions, but with an additional late payment charge incurred;

Whereas Category I PhD students are guaranteed a stipend to cover at least the cost of tuition fees;

Whereas Category I students are paid monthly by the University;

BIRT SOGS adopt the official policy that tuition payments should be able to be deducted monthly directly from a Category I graduate student's stipend;

BIFRT the SOGS Executive write a letter within fourteen (14) days following the adoption of this motion to Dr. Linda Miller, Vice-Provost of SGPS, and Drs. Michael Milde and Stephen Sims, Associate Vice-Provost of SGPS, to instruct SGPS that monthly tuition payment is a top priority for all graduate students and should be implemented with great haste.

Motion 2 – Brent Sherar

Whereas, a petition containing > 10% of the graduate student body at Western has been submitted to the CFS to hold referendums regarding our affiliation;

Whereas the SOGS President received a letter dated January 14, 2010 from the CFS admitting as such;

Whereas a referendum regarding Local 47's membership in the CFS is imminent;

Whereas the CFS Bylaw I - Membership does not place a limit on campaign financing;

BIRT SOGS earmark \$20,000.00 into a CFS referendum contingency fund;

BIFRT \$5,000 of the referendum contingency fund be allocated to spend on campaign materials;

BIFRT the remaining \$15,000 be allocated for cover legal costs should the CFS infringe on Local 47's democratic efforts to hold a referendum regarding our affiliation.

d) Tabled Motions



President
March Report to Council
Rick Telfer (sogs.president@uwo.ca)
<<http://www.uwo.ca/sogs/>>

The President's report will follow. Please expect to receive it via e-mail in advance of the meeting.



VP Academic
March 2010 Report to Council
Natalie Szudy (sogs.academic@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Dear Councillors,

I apologize for not being to attend the meeting; I am away at a conference. Please feel free to contact me with any questions about my report via email. Thank you.

Natalie

Western Research Forum:

The 2010 Western Research Forum was held on February 27th. On behalf of the Academic committee and co-chairs I would like to thank all of the volunteers, participants and judges for making this forum a great success! We would also like to congratulate the following presenters who won prizes:

Alumni Association Multidisciplinary Oral Presentations

3rd: **Adam M.B. Day** – Fostering Green Experiences to Promote Health and Well-Being During Cancer Treatment and Rehabilitation.

2nd: **Corey Smith** - Characterizing the flow and fate of ocular drugs using micro-CT

1st: **Margie Davenport** – Exercise and nutrition intervention reduces weight retention in the early post-partum period regardless of exercise intensity

Alumni Association Poster Session 1

3rd: **Paula van Wyk** – The Significance of Holes in Swiss Cheese: Identifying Causes of Falls at Dearness Home using SFIM (Systematic Fall Identification Method)

2nd: **Jamaloddin Jamali** – Fracture of polymer composites

1st: **Meranda Salem** – Control and Power Supply for Resistance Spot Welding (RSW)

Mercury Printing Award Poster Session 2

3rd: **Melissa Stachel** – Somalis in North America: Diverse and Shifting Identities in the Context of Prolonged Armed Conflict

2nd: **Laura Hartman** – Adolescence and Parental Divorce: Have We Lost the Power to Help?

1st: **Wendy Crocker** – What conservative colony primary Mennonite children can teach school leaders about literacy

Mercury Printing Award Session 3

3rd: **Daniel Bechard** – The effect of Nordic walking poles on knee joint loading in individuals with medial compartment osteoarthritis of the knee

2nd: **Nada Tabbara** – Identification of the salivary proteome pre and post dental eruption events

1st: **Tyler Groves**- The role of rotator interval closure in Bankart lesion repair

Arts & Humanities Oral Presentations

2nd: **Ryan DeForge** – “Dictribing”: Our experiences in using voice-recognition software in dictating our qualitative data transcriptions and analysis

1st: **Ricardo Scucuglia** – How do students with graphing-calculators investigate the Fundamental Theorem of Calculus?

Physical Sciences Oral Presentations

2nd: **Edward Stokan** – Modeling how meteoroids ablate using direct Monte Carlo Simulation

1st: **Jonathan Hood** – Social Support as a Determinant of Exercise Adherence: A Meta-Analysis on the Relationship Between Social Supports Through Contact on Home-based Exercise Programs

Biological Sciences Oral Presentations

3rd: **Jennifer McDonald** – What’s in a Name, Part Duel – Concepts in ‘Species Concepts’

- 2nd: **Izabela Kowalczyk** – Proton Magnetic Resonance Spectroscopy of the Motor Cortex in Cervical Spondylotic Myelopathy
- 1st: **Geoffrey Power** – Motor unit Numbers Estimates in Master's Runners: Use it or Lose it?
- Social Sciences Oral Presentations*
- 3rd: **Lauri East** – Understanding Sexuality and its Health Implications among Adolescents with Physical Disabilities
- 2nd: **Paul Conway** – Is it Fair to be Green? How Perceptions of the Environment in Past Behaviour Influence the Endorsement of Microjustice and Macrojustice Principles
- 1st: **Julianna Butler** – Immigration and Refugee Board Trends: a Romani refugee case study

Joint Fund for Graduate Research and Scholarship:

The Joint Fund for Graduate Research and Scholarship was created to support on-campus events (conferences and lectures) that offer opportunities for Western graduate students to present and discuss their research. To date, the committee has received several applications, but is still accepting more. If you are interested in submitting an application, the form can be accessed at the following link: <http://www.uwo.ca/sogs/Programs/jointFund.html>.

Graduate Student Teaching Awards (GSTA):

The Graduate Student Teaching Award nominations for winter and full term courses are now open. Students and faculty are able to acknowledge outstanding graduate student teaching assistants by nominating them for a teaching award.

REMINDER: The deadline for winter and full year nominations is March 31st, 2010

Advisory Committee for the Office of the Ombudsperson:

I attended a second meeting for the Advisory Committee for the Office of the Ombudsperson. At this meeting the published report outlining the current activities and educational initiatives of the Ombudsperson was discussed. The report can be accessed via the Ombudsperson website: <http://www.uwo.ca/ombuds/>. The office of the Ombudsperson will be moving into the new Student Services building in late April.



SOCIETY OF GRADUATE STUDENTS
THE UNIVERSITY OF WESTERN ONTARIO

**VP External and Communication
March 2010 Report to Council
Saidur Chowdhury (sogs.external@uwo.ca)
<<http://www.uwo.ca/sogs/>>**

Dear Councillors:

Here is an update of what has been happening under VP External & Communication portfolio.

Equity Issues Committee

Members met on 24th March, 2010 at UCC 317 to discuss different equity related issues. Committee is going to invite CFS Task Force on Racism to visit our campus. CFS will present how to organise a hearing as well as guidelines. Please find Equity Committee information at <http://www.uwo.ca/sogs/index.html> and CFS Task Force on Campus Racism at <http://www.noracism.ca/>.

SOGS and SGPS meeting

SOGS-SGPS meeting was held on 1st March, 2010 at Natural Science Building. Meeting was presided by Western President, Dr Amit Chakma. President declared his plan to send a letter to Ontario Premier requesting "OHIP for international students".

Graduate Student Issues Committee

GSIC meeting will be held on 22nd March, 2010 to discuss different graduate student related issues. Please visit newly developed GSIC web site at <http://www.uwo.ca/sogs/index.html>.

CFS- Ontario Executive meeting

Meeting will be held on 27-28th March in Toronto. The Executive meeting holds four/five business meetings per year. The meeting involves review and discussion of CFS services as well as on-going and future campaigns.

National Graduate Caucus (NGC)

NGC meeting was held on Thursday, February 25 to Saturday, February 27, 2010. On 26th February, 2010, PSAC Executive Assistant, Steve Jelley presented whistleblower legislation and their lobbying activities with Federal as well as Provincial Government. CUPE Activist, Heather Finn discussed on Student Worker Solidarity and Grad student employment insurance benefit. Then Dr Steven Choi, Associate Professor @ Ottawa University presented why open access is necessary for all grad students as well as researchers. Dr. Stephen Choi also encouraged grad-students to publish any research paper in open access journals. Here is a brief Caucus Executive Report/update, 2009-10:

- a) *Whistleblowers Campaign*: The Caucus lobbied for federal Whistleblower legislation to protect university researchers from reprisals when they attempt to expose research misconduct. The Caucus has developed and distributed a poster encouraging grad students to contact the caucus if their industry sponsor has overstepped appropriate involvement in their research.
- b) *Independence of Granting Council*: The Caucus continues to monitor the independence of the peer review process and is developing a campaign on the importance of protecting the granting councils from political interference.
- c) *Campaign for Fair Copyright*: From July 20 to September 13, 2009, the federal government hosted a nationwide consultation about the reforming the Canadian Copyright Act. In response to the consultations, the Caucus submitted an opinion piece about copyright reform to local newspaper, encouraged members to go online to participate in the town-hall meetings, responded online to the specific questions on copyright, and participated in the online discussion forum.

- d) *The Commercialisation of Research/ Open Access to Research/ Post Residency Fees:*
Update reports has been included in NGC National General Meeting binder. Please find binder at SOGS Office. For more information about the NGC and the various issues it's presently addressing, visit its new website at: <http://www.graduatestudents.ca/>

The 2010 London Community Housing strategy

Meeting will be held on Thursday, March 25th, 2010. The 2010 London Community Housing Strategy (LCHS 2010) Steering Committee is inviting residents, service and community organizations, and members of our business and development community to participate in creating a housing strategy for London. The LCHS 2010 will update our community's 2005 Affordable Housing Strategy and our Community Plan on Homelessness. The strategy will also present a more informed picture of how we work together as a community to ensure all Londoners can access appropriate housing.

Best
Saidur R Chowdhury
VP External



SOCIETY OF GRADUATE STUDENTS
THE UNIVERSITY OF WESTERN ONTARIO

VP Finance
March 2010 Report to Council
Duncan Sutherland (sogs.finance@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Dear Councillors,

Finance

The Accounting Manager and I will present the budget to the Board of Governors March 22, 2010. As per the Finance Committee's request, both the Accounting Manager and I met with Libro Financial Group, March 12, 2010, to analyze various investment strategies. We are currently assessing the risks and benefits of investing in ethical mutual funds, as compared to a guaranteed investment certificate (GIC). Mutual funds have a greater inherent risk, and chance for profit, while GICs have greater security at the cost of profit.

Grad Club

The committee authorized the emergency replacement of two point of sale systems, March 4, 2010, which were irreparable. The cost per terminal is \$3000, with a 1 year warranty. Replacement of the entire system, which will occur in the next fiscal year, will cost \$16 500. The committee approved the Grad Club budget 2010-2011, pending acceptance by Council (Appendix A).

Bursaries

If you are applying for a subsidy (travel and child), the deadline is April 30, 2010. Bursaries were due February 28, 2010. The SGPS requires 2-4 weeks to perform a financial assessment at which point the bursary committee will meet to determine winners.

Sustainability

The committee met twice this month, March 3 and 12, 2010. Two items of interest:

1) Liaison with the Grad Club Committee

The Sustainability Committee wishes to have a member sit on the Grad Club Committee. As the liaison for both committees, I support this because it bolsters the number of members on each committee (currently the Grad Club Committee has 3 members, of which 2 are chairs) and it further diversifies the interests of voting members.

2) Campus Sustainability Assessment Framework (CSAF).

The CSAF indicators have been selected. This task required an intensive assessment of the sustainability indicators relevant to the Society. Members of the committee are currently measuring these indicators.

I would like to welcome Sonja Teichert as the new Chair of the Sustainability Committee, and to thank Tanya Berkers for having been an excellent chair.

Thank You

Duncan Sutherland
Vice President Finance
Chief Financial Officer



SOCIETY OF GRADUATE STUDENTS
THE UNIVERSITY OF WESTERN ONTARIO

**VP Student Services
March 2010 Report to Council
Jenny Jiang (sogs.services@uwo.ca)
<<http://www.uwo.ca/sogs/>>**

Dear councillors,

March is here and so is spring! Our committees have been working hard on various projects.

Orientation Committee

The Orientation Committee is currently in the process of planning a spring bash April 17th at the Grad Club. Interested graduate students should consider joining the committee. The OC committee is currently recruiting new members. Any interested members should contact me if they would like to get involved.

IGSIC Committee

IGSIC is currently planning for an event in April. Anyone interested should join this vibrant, growing community.

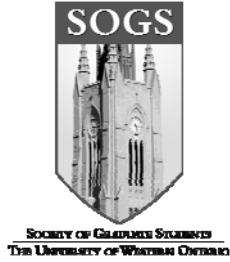
Health Plan Committee

The Health Plan Committee, along with our current broker C&C, is putting together a survey for graduate students across the campus. The survey will be disseminated online, and will specifically target graduate student satisfaction levels within the different aspects of our current health plan. The survey will be running online by the end of March to the beginning of April. We hope that this survey can help us understand graduate student health plan usages and unmet needs within the current plan. Your participation in the survey is highly valued.

That's all for the month of March!

Cheers,

Jenny
Jenny Yun Jiang -VP Student Services (sogs.services@uwo.ca)



Students with Disabilities
March 2010 Report to Council
Chelsea Mohler (sogs.disabilities@uwo.ca)
<<http://www.uwo.ca/sogs/>>

Elections Table

Executive

Position	Month Elected	Date Office Taken
Vice President External & Communications	April	May 1
Vice President Student Services	April	May 1
Disabilities Commissioner	April	May 1
Interim Vice President Finance	April	May 1
Speaker	June	July 1
Vice President Academic	September	October 1
Vice President Finance	September	October 1
President	March	May 1

Elections Table Committees – Internal / External

Type	Position	Nominee	Department	Email
SOGS	Academic Committee			
SOGS	Bursary & Subsidy Committee			
SOGS	Bylaws and Constitution Committee			
SOGS	Elections Appeal Board			
SOGS	Equity and Social Justice	Md. Jahidur Rahman	Engineering	
SOGS	Finance Committee			
SOGS	Grad Club Committee			
SOGS	Graduate Student Issues Committee	Md. Jahidur Rahman	Engineering	
SOGS	Graduate Student Teaching Awards Committee			
SOGS	Health Plan Committee			
SOGS	International Graduate Student Issues Committee			
SOGS	Orientation Committee			
SOGS	Personnel Policy Committee			
SOGS	Policy Committee			
SOGS	Ad Hoc Sustainability Committee	Alireza Anvari	M. Environment & Sustainability	
SOGS	WGR Editorial Board			
Other				
Other				
Other				
Other				

Robert's Rules at a Glance

To do this	You say this	May you interrupt the person speaking?	Must you be seconded?	Is the motion debatable?	Is the motion amendable?	What vote is required?
Object to incorrect procedure being used	Point of order	Yes	No	No	No	No vote required, chair rules
Object to something which prevents your continued participation (e.g., excessive noise)	Point of personal privilege	Yes	No	No	No	No vote required, chair rules
Object to a motion being considered	I object to consideration of this motion	Yes	No	No	No	2/3 Majority
Considered something out of its scheduled order	I move the agenda be amended in order to deal with the following item...	No	Yes	No	No	2/3 Majority
Overtake the ruling of the Speaker	I challenge the Speaker on...	Yes	Yes	Yes	No	Majority
Change a motion	I move that the motion be amended to read...	No	Yes	Yes	Yes	Majority
Have a motion studied more before voting on it	I move that the motion be referred to...	No	Yes	Yes	Yes	Majority
Postpone further discussion on a motion until later in the meeting	I move that the motion be tabled until...	No	Yes	Only to time	Yes	Majority
Postpone consideration of a motion until future meeting	I move that the motion be postponed until...	No	Yes	Only to time	Yes	Majority
Raise a matter previously tabled	I move that motion... be lifted from the table	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	I move that motion... be reconsidered	No	Yes	Yes (if original motion was)	No	Majority
End debate on a motion	I call the question	No	Yes	No	No	2/3 Majority
Ask that everyone's vote on a particular motion be recorded in the minutes	I call for a roll call vote	No	No	No	No	No vote required, Speaker rules
Recess the meeting	I move that the meeting recess until...	No	Yes	Only to time	No	Majority
End the meeting	I move that the meeting adjourn	No	Yes	No	No	Majority

RULES OF Decorum/Debate:

Right of Council Members and Non-Council/Non-Society Members

- The Speaker has the right to deny a non-council/non-society member the right to speak. A non-society member is someone who is not a full or associate member of the Society. Only those that are full or associate members are given the right to attend and speak at any meeting of the Society according to the SOGS constitution.
- Robert's Rules state that a guest is not allowed to come to a Council meeting unless it is an open meeting, or unless they were invited to the Council to give input on an issue because that guest has special knowledge about the subject. In that case, after the guest has spoken and answered any questions, they would leave and would not be allowed to participate in debate.

Rules:

- **Direct any questions/comments to the Speaker.**
- **A member can only speak twice during the presentation. The second question will be asked at the end of the queue.**
- **Comments must be relevant to the topic and be of a general nature.**
- **Only one person speaking at a time.**

Removing an Offender from the Assembly Hall

- Anyone attending a meeting can be removed from the assembly hall. The Speaker has the power to remove a non-member at any time during a meeting, and this person has no right to appeal the Speaker's decision. (However, a member can make an appeal on behalf of the non-member.) An assembly vote is required to remove a member.
- If a person is asked to leave the assembly and refuses, the Speaker should take the steps necessary to see that order is enforced. The Speaker must carefully appraise the situation and act wisely. The Speaker can appoint a committee to escort the person to the door.
- Those escorting someone to the door must be careful how much force they use, because they can be liable for damages or be sued. If those appointed to escort the person to the door can't persuade the person to leave, they will call the police.

Though members have the right to debate, established parliamentary rules concerning the privileges of debate exist:

- A member must obtain the floor and be recognized by the presiding officer before beginning to speak. A member can't begin speaking until recognized by the Speaker, the presiding officer.
- The member who made the motion has the first right to speak to the motion. He/she does so by being acknowledged by the Speaker once the Speaker has placed the motion before the assembly for discussion.
- A member can speak twice to the motion on the same day, but he/she can take the second turn only after everyone who wishes to speak the first time has spoken. If debate on the motion is continued at the next meeting, which is held on another day, the member's right to debate is renewed.
Debate must be relevant to the motion.
- Members must address all remarks to the Speaker; cross talk between members is not allowed.
- Members must be courteous and never attack peers or question the motives of other members. In controversial issues, the discussion should be focused on ideas, not on personalities. Members must not use inflammatory statements such as "it's a lie".
- When speaking to a motion, it is important for the member to first let the assembly know which side of the issue he/she is on. If in favour of the motion, the member states: "I speak for the motion" and gives the reasons why. If opposed, the member states: "I speak against the motion" and gives the reasons why. Doing so helps the Speaker alternate the debate.
On controversial issues, the Speaker should alternate the debate between those speaking for and those speaking against the motion. After someone speaks for the motion, the Speaker asks, "Would someone like to speak against the motion?" and vice-versa.

This practice ensures that all sides are represented, keeps tempers down, and prevents one side from dominating the discussion.

- A member can't read (or have the secretary read) from part of a manuscript or book as part of his or her debate without the permission of the assembly. However, the member can read short, relevant printed extracts in debate to make a point.
- During debate, a member can't talk against a previous action that is not pending, unless one of the motions to *rescind*, *reconsider*, or *amend something previously adopted* is pending; or unless the member concludes his/her remarks with one of these motions.
- During debate, member should take care not to disturb the assembly by whispering, talking, walking across the floor or causing other distractions.

Limitations on Debate or "Call the Question"

- Only the motion to *limit debate* can limit debate; and debate can be closed only by the motion to *call the question*. These motions need a second, are not debatable, and require 2/3 vote to adopt.

To Amend a Motion

- Purpose: To change the pending motion before it is acted upon; proposed amendments must be relevant to the main motion.
- Needs a second
- Amendable, but the secondary amendment must be relevant or related to the primary amendment.
- Debatable. Debate goes only to the amendment.
- Majority vote required to adopt. If amending a motion or document that takes a 2/3 vote to adopt, the proposed amendment takes only a majority vote.
- Can be reconsidered.
- **Result:** If adopted, the proposed change becomes part of the pending motion.

Appendix A

Grad Club Proposed Budget 2010 - 2011

	2009 - 2010 Budget	May - December	Projected year-end	Proposed - 2011	2010	Increase %	
REVENUE						1.017	Food & Beverage
						1.019	Alcohol & Tobacco
						0.012	OPI
Restaurant							
Beverages	86,895.00	59,166.02	88,749.03	90,435.26	63.3%	63.4%	
Food	702,850.00	426,321.14	639,481.71	684,213.46	48.0%	50.5%	Increase 5%
Cigarettes	12,700.00	12,022.82	18,034.23	19,111.96	91.0%	94.6%	Increase 4%
Confection	20,425.00	12,073.93	18,110.90	18,787.16	72.1%	73.6%	Increase 2%
Suppliers Rebates	20,000.00	3,979.50	15,323.35	15,500.00			
Sub-total	842,870.00	513,563.41	779,699.22	828,047.83	48.1%	52.5%	
Alcohol							
Beer	480,750.00	322,738.64	484,107.96	508,105.19	48.48%	49.93%	Increase 3%
Liquor	46,350.00	29,525.56	44,288.34	47,386.31	27.53%	28.91%	Increase 5%
Wine	21,850.00	14,932.40	22,398.60	23,508.90	29.45%	30.33%	Increase 3%
Sub-total	548,950.00	367,196.60	550,794.90	579,000.40	45.99%	47.44%	
General Revenue							
Associate Memberships	6,500.00	6,675.05	6,675.05	6,700.00			
ATM	9,500.00	5,093.00	7,639.50	7,700.00			
Door Cover Charges	-	148.00	148.00	150.00			
Entertainment and Events	3,500.00	2,739.27	2,739.27	9,480.00			<i>Beer Ad \$6480</i>
Interest Income	1,200.00	323.31	484.97	500.00			

	2009 - 2010 Budget	May - December	Projected year-end	Proposed 2010 - 2011	Increase %
Members and Staff Discounts	(13,000.00)	- 6,799.48	(10,199.22)	- 11,000.00	
Gift Certificate	-	830.00	1,245.00	1,250.00	
Miscellaneous Revenue	50.00	-	-	50.00	
PST Compensation	2,221.00	1,262.05	1,419.75	1,500.00	
Sale of Assets	200.00	-	-	-	
Short/Over	(350.00)	- 70.14	- 105.21	- 100.00	
Sub-total	9,821.00	10,201.06	10,047.11	16,230.00	
Total Revenue	\$1,401,641.00	\$ 890,961.07	\$ 1,340,541.22	\$ 1,423,278.23	

EXPENSES

Restaurant					
Beverages	61,359.69	37,537.45	56,306.18	57,263.38	
Food	316,390.00	215,354.96	323,032.44	328,523.99	
Cigarettes	11,630.00	11,375.26	17,062.89	17,387.08	
Confection	16,298.60	8,884.58	13,326.87	13,553.43	
Sub-total	405,678.29	273,152.25	409,728.38	416,727.88	
Alcohol					
Beer	233,235.00	161,147.36	241,721.04	246,313.74	
Liquor	16,298.30	8,535.55	12,803.33	13,046.59	
Wine	8,085.77	4,529.55	6,794.33	6,923.42	
Sub-total	257,619.07	174,212.46	261,318.69	266,283.75	

	2009 - 2010 Budget	May - December	Projected year-end	Proposed 2010 - 2011	Increase %
Operating Expenses					
Advertising and Promotion	4,000.00	1,939.31	2,908.97	3,500.00	
ATM Redemption	1,300.00	586.50	879.75	900.00	
Entertainment & Events	9,800.00	9,791.83	14,687.75	14,700.00	
Entertainment - licensing	14,000.00	9,971.49	14,957.24	18,360.00	<i>Symphonex \$3360.00</i>
Equipment	7,000.00	-	6,500.00	16,025.74	<i>pos upgrade-pizza warmer-hot box-freezer</i>
Insurance	1,200.00	1,235.52	1,235.52	1,300.00	
Memberships & Merchandising	1,000.00	-	-	1,500.00	
Occupancy Charges	104,030.00	69,352.00	104,030.00	107,811.00	
Occupancy - Utilities	15,000.00	2,743.71	4,115.57	12,000.00	
Rentals and Storage	1,200.00	1,337.76	2,006.64	2,000.00	
Repairs and Maintenance	10,000.00	5,433.90	8,150.85	1,000.00	
<i>Special Events</i>	<i>3,500.00</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>see ent & events</i>
<i>Supplies - Bar</i>	<i>10,000.00</i>	<i>908.46</i>	<i>1,362.69</i>	<i>-</i>	<i>moved to kitchen & bar</i>
Supplies - Cleaning	5,000.00	2,657.41	3,986.12	4,200.00	
Supplies - Kitchen-Bar	30,500.00	15,130.43	22,695.65	23,000.00	
Supplies - Office	1,800.00	808.21	1,212.32	1,500.00	
Supplies - Restaurant					
Glassware/Linens	8,000.00	14,325.24	21,487.86	23,000.00	
Travel Mileage and Parking	4,300.00	2,445.88	3,668.82	3,852.69	
Uniforms	1,500.00	1,010.80	1,516.20	1,500.00	
<i>Wall of Fame Plaques</i>	<i>50.00</i>	<i>-</i>	<i>-</i>	<i>50.00</i>	<i>moved to Adv & Promotions</i>
Sub-total	233,180.00	139,678.45	215,401.92	236,199.43	
Office and Administration					
Bad Debts	1,500.00	0.00	-	1,500.00	

	2009 - 2010 Budget	May - December	Projected year-end	Proposed - 2011	2010 Increase %	
Bank Service Charges	450.00	311.20	466.80	475.00		
Charge Card and Debit Charges	8,700.00	7,369.03	11,053.55	11,100.00		
GC Expansion/Loan	29,493.27	287.02	430.53	25,000.00		
Professional Services	12,000.00	0.00	12,000.00	12,000.00		
SOGS Administration Fee	13,800.00	9,200.00	13,800.00	13,800.00		
Sub-total	65,943.27	17,167.25	37,750.88	63,875.00		
Wages and Benefits						
Wages - Management	104,254.64	68,225.24	102,337.86	107,905.75		
Wages - Bar	97,750.00	67,678.93	101,518.40	108,624.68	18.8%	18.4%
Wages - Kitchen	155,540.00	94,084.96	141,127.44	151,006.36	22.1%	22.1%
Gratuities	1,000.00	- 4,939.08	1,000.00	1,000.00		
Staff Benefits	9,025.00	6,788.88	10,183.32	9,204.56		
Payroll Taxes & Remittances	39,329.91	15,571.90	23,357.85	27,565.26		
Sub-total	406,899.55	247,410.83	379,524.87	405,306.62		
Award Programs						
Bursary - GC	15,000.00	10,000.00	15,000.00	18,000.00		
SOGS Bursaries	-	-	-	-		
Sub-total	15,000.00	10,000.00	15,000.00	18,000.00		
Contingency Fund	17,320.82			16,885.56		
Total Expenses	\$1,401,641.00	\$ 861,621.24	\$ 1,318,724.72	\$ 1,423,278.23		
Net Income	\$ 0.00	\$ 29,339.83	\$ 21,816.50	\$ (0.00)		



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

The purpose of this form is:

Alternate Councillor Designation

or

Proxy Designation

First and last names of Issuer (please print) *Student No.*

Department, unit, or constituency of Issuer

E-mail address of Issuer

Duration of leave (dates)
Only applicable to Alternate Councillors

Alternate Councillor/Proxy Voter

First and last name (please print)

Student No.

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

Email address

Authorization

Signature of Issuer

Signature of Recipient

Date

RECEIVED (FOR OFFICE USE ONLY)

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