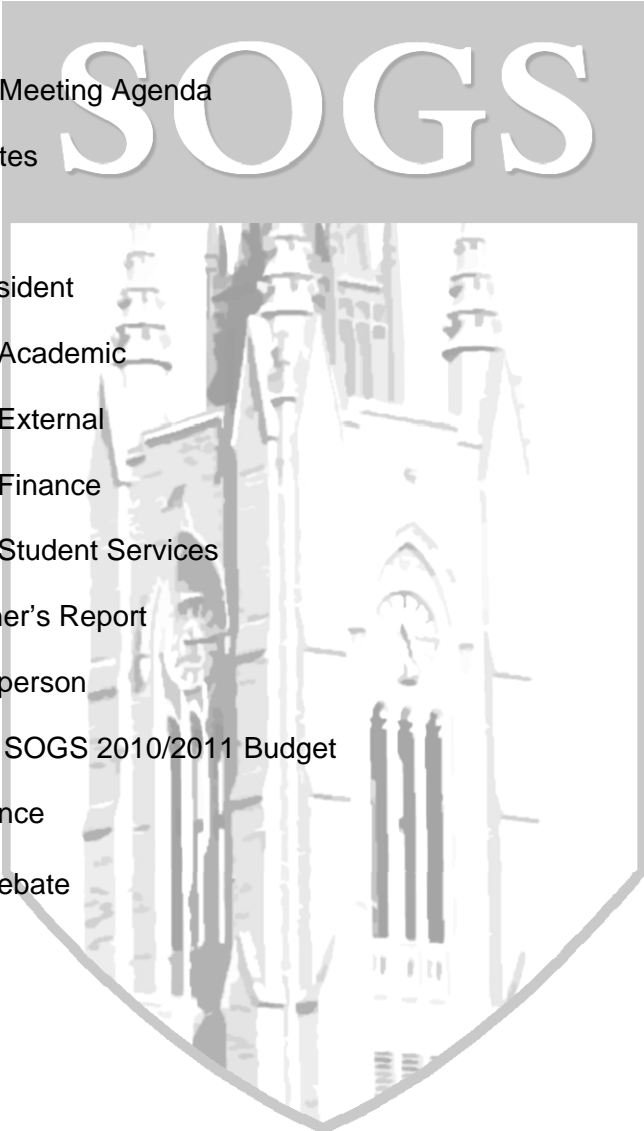


**SOCIETY OF GRADUATE STUDENTS
FEBRUARY 11, 2010
ANNUAL GENERAL MEETING**

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SOCIETY OF GRADUATE STUDENTS

THE UNIVERSITY OF WESTERN ONTARIO

SOCIETY OF GRADUATE STUDENTS

ANNUAL GENERAL MEETING

AGENDA

February 11, 2010

5:30 p.m.

University Community Centre – Room 56

1. Approval of Agenda
2. Approval of ratified Minutes of the 2009 AGM
3. Announcements
4. Orders of the Day
5. Executive Update Reports
 - a) President, Rick Telfer
 - b) VP Academic, Natalie Szudy
 - c) VP External & Communication, Saidur Chowdhury
 - d) VP Finance, Duncan Sutherland
 - e) VP Student Services, Jenny Jiang
6. Updates
 - a) Non-executive updates
 - b) Councillor updates
 - c) SOGS Board of Governors Representative update
 - d) SOGS Senator Representative update(s)
 - e) Committee Chair Reports
7. New Business/Open Forum

ANNUAL GENERAL MEETING MINUTES

February 12, 2009

6:45- p.m.

Physics & Astronomy Bldg., Room 137

1. Executive were introduced to the gathering.
2. Rules of conduct were introduced.
3. **Speaker's ruling:**

Motion #5 – withdrawn

Moved – M. Burrell (Computer Science)

Seconded – D. Lapierre (Phys/Pharm)

Yes – 158

No – 0

Abstentions – 19

– not to be debated

Motion #11

– duplicate of #6; difference of whereas clause

Mr. Telfer pleased to withdraw #11

Motions #8 and #9 – out of order

Moved to appeal decision

Moved - R. Telfer (Sociology)

Seconded - B. Becker (Sociology)

R. Telfer (Sociology) – budget is not set as yet, can be altered; both motions don't have anything to do with budget. Motion #9 spending from accumulated funds is not related to the budget per se

D. Jacques (Engineering) – both interpretations are correct or possible

J. Meyer (Biochemistry)– half the motion isn't there, how can it be debated?

R. Williams (Sociology) – shouldn't be allowed to amend budget

R. Telfer (Sociology) – former VP Finance, at that time budgets could be amended at the AGM

B. Becker (Sociology)– if budget is not approved tonight, how is it readdressed?

VP Finance – changes can be recommended and would have to go back to Council for approval.

K. Penev (Engineering)– what is the idea behind Bylaw 12?

Speaker – due consideration given to all areas- designated to protect due process

M. Burrell (Computer Science) – can pass a motion to deny, it's important to go through FC

C. Hughes (Biochemistry) – Question called

R. Macdonald (Earth Science) – seconded

Yes – 153

No – 0

Abstention – 1

Sustain ruling that Motions 8 and 9 are inadmissible

Yes – 90

No – 72

Abstentions – 7

Sustained

Motion #6

– out of order, contains false financial figures

R. Telfer (Sociology) – Point of Information (PoI) – where is the false information? Why was motion #5 not censored – (A-Speaker) – potentially liable, no facts.

B. Becker (Sociology)– Pol – negates transparency
J. Meyer (Biochemistry)– clarification of issue requested (A-Speaker) – information behind “X” contained incorrect information could have become a legal matter
R. Telfer (Sociology) – appeal ruling of chair
G. DeGiorgio (Sociology) – seconded
E. Price (Biology) – appreciate sensor; debate only BIRT clauses
R. Telfer (Sociology) – ‘whereas’ just as amendable; parts of motion can be changed; could have been treated in an in camera session.
D. Sutherland (Chemistry) – how did the member get this information – this was a serious breach (A-Speaker) currently we don’t have a confidentiality agreement.
E. Price (Biology) – are whereas clauses amendable? (A-Speaker) – generally yes, it is possible.
M. Brien (Environment & Sustainability) – will SOGS develop a confidentiality clause? (A-Speaker) – can be brought up under New Business.
T. Cruz (FIMS) – question called
M. Brien (Environment & Sustainability) – seconded
Question called
Yes – 18
No – 115
Abstentions – 29
Sustained

4. Approval of Agenda

No - 0
Abstentions - 3
Carried

5. Approval of ratified Minutes of the 2008 AGM

Moved - E. Price (Biology)
Seconded - R. Macdonald (Earth Science)
No – 0
Abstentions – 8
Carried

6. Announcements

1. Welcome to the Annual General Meeting
2. Quorum is 29.
3. Light refreshments are being offered at tonight’s meeting.
4. The SOGS OSOTF, OOP, Grad Club Bursary and the 125th Scholarship deadline is February 27th.
5. The Western Research Forum will be held on Saturday, February 28 in the Wave and UCC conference rooms. Jorge Cham, author of PhD Comics, will be speaking in the McKellar Room that evening. There will be a book signing session following his talk. 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. (<http://www.uwo.ca/sogs/Programs/wrf.html>)
6. Nominations for SOGS President are open and will close on Friday, February 13 at 5 pm. Nomination forms are available in the SOGS office, the SOGS website and here at the desk.
7. The next Council meeting will be February 26th.

7. Orders of the Day

Motion 1 (VP Finance) - SOGS 2009/2010 Budget

BIRT SOGS adopt the budget for Fiscal Year 2009-2010 as proposed by the Finance Committee and amended and recommended to the membership by Council at its meeting of January 29, 2009.

- very few changes from last year
- there is a planned deficit

R. Telfer (Sociology) – obviously a lot of thought has gone into the preparation of the budget; however there is some concern

– fees haven't been increased but costs are rising; Grad Club isn't making money; we have to build up a surplus of at least one year – what is our cushion? (A-VP Finance) \$130,000 cushion is sufficient; \$120,000 in savings account. Past budgets have been conservative and therefore we have a large surplus at the end of the year. With the graduate student expansion still continuing, more student means more money. This way students aren't gouged.

- D. Jacques (Engineering) – currently we have been collecting too much money; easiest way to correct this is to run a deficit for one year
- M. Brien (Environment & Sustainability) - couldn't fees be decreased?
- R. Irwin (Education) - could services be increased to help students? Perhaps make a new fund accessible by Category II students? (A) this is currently on the table with Finance Committee.
- R. Telfer (Sociology) - since Finance committee concluded that a surplus is not a good idea, could membership fees not be scaled back?
- M. Burrell (Computer Science) - can't enrolment be projected better? (A) This is difficult; SGPS tries to give accurate numbers.
- BIRT SOGS adopt the budget for Fiscal Year 2009-2010 as proposed by the Finance Committee and amended and recommended to the membership by Council at its meeting of January 29, 2009.
- Moved - J. Meyer (Biochemistry)
- Seconded - K. Lee (Music)

- E. Price (Biology) - Finance Committee budgeted for a deficit, but is really projecting a surplus. Even if all the money is spent, we still have money in the bank
- S. Beasley (Biochemistry) - We are audited every year, income statements are available on line on a monthly basis; Finance Committee is socially and fiscally responsible; increase in bursaries, decrease in admin fees; if unhappy, join the FC
- J. DeMello (Biomedical Engineering) - the projected deficit has most expensive health plan costs, will probably be less
- T. Cruz (FIMS) - Question called
- Seconded - R. Irwin (Education)
- No – 1
- Abstentions – 0
- Carried

Yes – 143

No – 0

Abstentions – 0

Carried

Motion 2 (from BCC) - Constitutional Amendments

BIRT the following Constitutional amendment be recommended for consideration at the 2009 AGM.

Under Article VI (Government)

Under Section 1 (The Council)

Edit 3 to remove reference to part time representatives so that it shall read as follows

3. Council shall consist of representatives of each department (or program), executive officers of the Society, non-executive officers of the Society, and ex-officio members. Members of Council shall also be referred to as "Councillors".

Enrolment for the fall term shall determine the number of representatives each department (or program) shall have on Council for the academic year. The specific number of representatives to be elected by each department (or program) shall be determined as follows: The number of Councillor positions at Council will be set at a base number of 120. The number of full members plus 1/3 the number of associate members of the Society in a particular department (or program) will then be divided by the total number of full members plus 1/3 associate members of the Society. This number will be multiplied by 120. The resultant figure shall then be rounded up to the nearest whole number, which will be the number of representatives that department will elect to Council. Each representative must be a full or associate member of the Society. A representative may not hold another position on Council.

BIFRT The following bylaw amendments be recommended for consideration at the 2009 AGM

1. Under 5.0 (Other Elections) remove Section 5.2 (Part-time student representatives)

WHEREAS violating a contractual obligation would put the Society at significant (and potentially very costly) legal and financial risk, and
WHEREAS the Vice-President Finance and all other members of the Executive Committee, as the Society's corporate management team, have a fiduciary duty to ensure that contractual obligations are met and that the Society is not exposed to such risk, and
WHEREAS, on January 29, 2009, the Society's Council approved an amendment to ensure that the proposed fee schedule accurately reflected contractual obligations, and
WHEREAS previous sessions of Council and Annual General Meeting assemblies of the Society have repeatedly confirmed and upheld such contractual obligations, therefore
BE IT RESOLVED THAT all known contractual obligations that exist between the Society and third parties (including the Canadian Federation of Students, Canadian Federation of Students - Services, and Canadian Federation of Students - Ontario Component), and that include budgetary and/or fee schedule requirements, be upheld and properly reflected within the Society's 2009-2010 budget, including both financial figures and explanatory details within the accompanying budget notes, and
BE IT FURTHER RESOLVED THAT the Executive Committee and the Finance Committee be directed in strong terms to ensure that, in the future, the Society's proposed budget and fee schedule uphold and properly reflect contractual obligations between the Society and third parties, and that such contractual obligations be detailed within the explanatory notes that accompany proposed budgets.

K. Penev (Engineering) - are contractual agreements being honoured? (A-VPF) – more than adequately
Motion challenged and overturned

R. Telfer (Sociology) - motion withdrawn

Motion 7 (from Rick Telfer)

WHEREAS the Canadian government's 2009 federal budget increases Canada Graduate Scholarships (CGS) over the next three years by a total of \$87 million, and
WHEREAS 40% of the funds will go to students studying natural sciences and engineering, 40% to medical science, and only 20% to social sciences and humanities, and
WHEREAS the new CGS funding for the social sciences and humanities will be allocated only to students "focused on business-related degrees," and
WHEREAS because slightly more than half of all graduate students are in the social sciences and humanities, of which less than 10% are in business, roughly half of all graduate students will not see any benefit from the CGS increase, and
WHEREAS our national student organization, the Canadian Federation of Students (CFS), and its National Graduate Caucus (NGC), together with the Canadian Association of University Teachers (CAUT) and the Canadian Consortium for Research have all expressed opposition to the asymmetrical, exclusionary, and inequitable funding, and
WHEREAS Parliament's Liberal caucus voted in favour of the minority government's Conservative budget, thus guaranteeing the budget's implementation, and
WHEREAS Parliament's New Democratic and Bloc Québécois caucuses opposed the budget, therefore
BE IT RESOLVED THAT the Society strongly oppose the exclusionary research funding measures included in the 2009 federal budget, and
BE IT FURTHER RESOLVED THAT the Society's President send a letter to Canada's Prime Minister and Minister of Finance on behalf of the Society to express the Society's opposition, and
BE IT FURTHER RESOLVED THAT the letter from the Society's President be copied to the all of London's local Members of Parliament and to the leaders of the New Democratic and Bloc Québécois parties, and
BE IT FURTHER RESOLVED THAT the Society work with its national affiliates and partners in order to continue raising awareness of, and expressing opposition to, the exclusionary research funding measures.

Moved – R. Telfer (Sociology)

Seconded - E. Price (Biology)

K. Penev (Engineering) - president could express our concern to government bodies. (A) normally referred to GSIC

J. Meyer (Biochemistry) - amend to include Liberals

Yes –

No – 0

Abstentions – 0

Carried

- K. Pisters (Engineering) - Should the letter be written immediately or sent to Council for approval? (A) sent immediately
- D. Sutherland (Chemistry) - what types of research is being done
- R. Telfer (Sociology) - just walk through Weldon and you will see what different divisions need support
- D. Dechene (Engineering) - is in favour of motion; Dr. Davenport and Dr. Beynon are both unhappy with the situation
- A. Ratcliffe (Geography) - agree – solidarity, we should stick together; business funded research is too extensive here
- J. McLachlan (Chemistry) - agree with motion – write what needs to be done
- T. Cruz (FIMS) - Question called
- B. Cook (Biochemistry) - seconded
- Abstentions – 2
- Carried
- Yes –
- No – 2
- Abstentions – 1
- Carried

MOTION 10 (from Rick Telfer)

BE IT RESOLVED THAT no monies be spent from the Society's accumulated surplus (i.e., savings) until such time as, in the estimation of the Finance Committee and as approved by Council, the Society's 2009-2010 budget projects a balanced or surplus position at fiscal year-end.

R. Telfer (Sociology) - withdrawn

8. Executive Oral Reports

f) President, Kai Pisters

- working on policies and procedures for future years
- code of conduct being worked on with Administration – currently committee is accepting motions from general public; if you have any issues, please email them to President; talking University of Ottawa President regarding their code of conduct
- our relationship with CFS is solid – historically we haven't been as involved, we are in solidarity with many issues; we will work together on lobbying government regarding SSHRC

g) VP Academic, Margie Davenport

- Western Research Forum will be held on February 28th; from 9-3:30 is free; Jorge Cham is the keynote speaker – cost \$10 to hear him. Tickets available at InfoSource.
- 125th Scholarship due date is February 27th at 4 pm.
- who is Jorge Cham? (A) he is the author of PhD Comics; several publications – title of talk – Power of Procrastination

h) VP External and Communication, Dan Dechene

- VP is more involved in the CFS; Tri-Council motion was unchallenged and passed
- stay involved by joining a committee

i) VP Finance, Jonathan Meyer

- New committee that will consider bursary and subsidy applications is needed
 - Health plan billing problem –discrepancy \$7.25 per student, \$14.50 per family for the year; met with broker and came up with mutually agreed upon solution. Broker will pay for fall term and Society will pay for winter term; students will be billed correct amount in the summer term.
- R. Telfer (Sociology) - this problem needs to be addressed; process needs to be reviewed to ensure that this does not happen again; both broker and Society should look over what is sent/received more closely
- C. Steinback (Kinesiology) - where did the break down occur? (A) there are occasions of miscommunication where information is lost along the way
- G. DeGiorgio (Sociology) - whose fault was it? (A) we are sent information regarding the fees that are being charged, we add fees and the student charge is calculated. We could see that the tally was wrong, but could find where the discrepancy was.

R. Telfer (Sociology) - what will the fees for the summer be? (A) we are asking Administration if the fees can be increased to cover the summer portion only.

- Continue discussion in New Business

Moved - B. Locke (Computer Science)

Seconded - M. Burrell (Computer Science)

No – 2

Abstentions – 0

Carried

j) VP Student Services, Sarah Detombe

- Dayplanner contest now on for a cover photograph – February 27th contest closes

- Looking for suggestions for a summer party

- International Graduate Student Issues Committee is meeting tomorrow at 10 am and looking for new members

- Bus pass agreement has been tentatively agreed upon for five years (Sept 1, 2009 – Aug 31, 2014) (5% year over year increase)

2009	\$163.66
------	----------

2010	\$171.84
------	----------

2011	\$180.44
------	----------

2012	\$189.46
------	----------

2013	\$198.93
------	----------

E. Price (Biology) - Pol – how would 5% be more beneficial than OPI-T (A) currently it's 3% - LTC wants to increase amount

D. Dechene (Engineering) - if we don't have bus service, then there will be a compounded parking problem

M. Burrell (Computer Science) - what happens if we vote it down (A) then there will be no bus pass

J. McLachlan (Chemistry) - please keep bus pass

K. Penev (Engineering) - use transportation issues as leverage

S. Detombe (Medical Biophysics) - support public transit

P. Baiden (Sociology) - although not a benefit for all, majority find it useful

J. Meyer (Biochemistry) - London Transit were told to look for funds from the City

R. Telfer (Sociology) - these are no different than all other fees, it's an important benefit for both SOGS and the community

D. Sutherland (Chemistry) - Question called

C. Hughes (Biochemistry) - Seconded

Carried

Motion to be taken to Council

9. New Business/Open Forum

BIRT the AGM direct the BCC to formulate policy regarding the submission and admissibility of motions submitted for publication.

Moved – D. Dechene (Engineering)

Seconded – P. Baiden (Sociology)

Abstentions – 9

Carried

Audited financial statements should be presented at the AGM (A) presented to Council in July

What edition of Robert's Rules of Order is being used? (A) – Tenth

Adjournment

Moved - J. McLachlan (Chemistry)

Seconded - J. Meyer (Biochemistry)

Orders of the Day

Motion 1 (VP Finance)

SOGS 2010-2011 Budget

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.
(See Appendix A – Budget 2010-2011, page 22.)

Executive Report - President

Oral report to be presented.

Executive Report - VP Academic

Dear Members:

Western Research Forum

The 2010 Western Research Forum will take place on **Saturday, February 27th 2010** at the Wave. This year we received over 100 abstract submissions! A presentation schedule will be posted online shortly, and it will be accessible along with additional details via SOGS website.

All are welcome to attend the presentation sessions throughout the day, so please come and support your fellow students. For those who wish to attend the dinner and keynote address, you will be able to purchase a ticket (\$10) during the registration sessions being held on Thursday, February 25th between 12 and 4:00 pm and Friday, February 26th between 10:00 am and 3:00 pm in the SOGS office.

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 fall term nominations closed on December 18th, 2009. There were over 400 nominations for the fall term!

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

Western Graduate Review

The seventh issue is currently being developed. Once completed, the edition will be posted on <http://www.uwo.ca/sogs/Programs/wgr.html>.

Executive Report - VP External & Communications

Dear Members:

Below is an update on the portfolio of VP External Affairs & Communications.

Graduate Student Issues Committee (GSIC)

- a) Last year, GSIC spent four months to finish their important task: review of national affiliation (CFS/CASA). A brief report was attached with October council package.
- b) At present, GSIC has started to work on "Whistle blower policy". The significance of Whistle blower policy was already presented at SOGS-SGPS meeting. GSIC will meet in February to discuss more on that issue. Please visit www.cfs-fcee.ca for more information about *Whistleblowers: Defending Academic Freedom*.
- c) In addition, GSIC has been following SOGS bylaw to select non-executive delegates from our local 47 for all CFS meetings.

Equity Issues Committee

In the past few months, Equity Committee met with and contacted various Equity related groups on campus, including representatives from Equity services. This has allowed the committee to gather information on all the equity services offered on campus to form a comprehensive map. Committee is going to start campaign on equity related issues with Federation's Task force members. If you are a racialised student, contact Equity committee. Please visit www.NoRacism.ca for more information.

Anyone who is interested to join or interested in additional information should contact me or Committee Chair, Ross (jrossgraham@gmail.com).

SOGS-SGPS Meeting

University authority proposed tuition hikes for 2010-11 year. Tuition fees will be increased by 4% for domestic students and 8% for international students.

Meetings with SGPS were held on 14th December and 11th January to discuss proposed tuition fees as well as other agenda items. Here is a brief report:

1) An assessment of Western's tuition rates in comparison to other G13 universities showed that University of Western Ontario are still below the average in both domestic and international student fees. The proposal for both a 4% (domestic) and 8% (international) increase was discussed. SGPS does not want to see Western's fees surpass other universities (would like to continue to remain below the average).

2) A brief discussion on "Whistleblowers" was discussed at SOGS-SGPS meeting. At present, university has started to raise money from different organizations specially corporation. Whistleblowers i.e. policy on safe disclosure, is very important to protect graduate student from academic misconduct, misconduct in research, corporate influence on any innovative research, commercialization of research, improper activity and financial misconduct meaning misuse of funds or property that belongs to the university. SOGS-SGPS members have agreed to review all university current policy and will discuss again at the upcoming SOGS-SGPS meeting.

Campus Council Meeting

Meeting was held on the 8th of September and the 10th of November, 2009. The discussion was divided into four important topics. At the beginning of the meeting, Dr Omit Chakma, President of the University of Western Ontario, announced fund raising campaign from October, 2009. He announced University would raise \$500 million from Individual and corporation. Then Jennifer Schroeder updated Dependents' Tuition Scholarship Plan. For more information, please visit www.uwo.ca/humanresources/facultystuff/comp/benefite/dep_scholarships.htm. Then Shelagh Bantock talked about pandemic preparedness-H1N1 and showed some campus self awareness

activities against H1N1. For more information, visit <http://communications.uwo.ca/influenza-microsite/>. Finally, “accessibility at western” was presented and “Accessibility for Ontarians with Disabilities Act, 2005” was discussed briefly. In November 2009, members discussed LTC strike and alternative transport/parking facilities.

SOGS Official Facebook

SOGS has official facebook for news or upcoming events. If you are interested to join our group, please email me at sogs.external@gmail.com.

Town and Gown Committee

TGC meeting was held on 14th September in the Board of Control Room at City Hall. Meeting was presided by Mayor. They defined near campus zone and presented proposed “Great Near-Campus Neighbourhoods Strategy”. Please visit <http://www.offcampus.uwo.ca/> to find more information about student housing.

Newsletter

The monthly newsletter is an excellent way to distribute information to the graduate student body. If you have any news and events for graduate student, please email me at sogs.external@gmail.com.

Day of Action- November 5

The day of protest against tuition hikes was observed on November 5, 2009 through out the country. The main aim of the protest was to call for lower tuition fees, grants not loans and adequate government funding for colleges and universities. SOGS ran signature campaign against tuition hikes. We collected more than 500 signatures from our campus.

CFS Information

It's my honour to represent local 47 at every CFS meeting.

a) CFS-National

CFS national general meeting was held in November, 2009. The meeting involved discussion and adoption of different motions i.e. post secondary education, campaign and OSD. Member locals elected CFS National Chairperson, Vice chairperson and Treasurer for 2010-11. I attended Graduate Caucus meeting during NGM and made questions about the present status of our motion (Tri-Council Policies On Maternity And Parental Leaves For Graduate And Post-Doctoral Fellows). This motion was passed last November, 2008 national CFS AGM meeting. Chairperson, National Graduate Caucus, CFS national office, replied that three letters were sent to the president of NSERC, SSHRC and CIHR. Council members (NSERC, SSHRC and CIHR) are in the process of a review and that they will be releasing that soon.

CFS Ontario Executive meeting

The CFS-Ontario Executive meeting was held in May, October and December in Toronto. The meeting involved review and discussion of CFS services as well as on-going and future campaigns. Additionally, the following CFS meetings are coming up:
CFS Ontario Annual General Meeting: August 18- August 22, 2010
Upcoming CFS Ontario Executive meeting: March 27- March 28, 2010
Ontario Skills Development Symposium: June 11- June 13, 2010.
AGM National Graduate Caucus (NGC): February, 2010.

In October, we, Ontario executive members, had a productive meeting with Hon. John Milloy, Minister of Training, Colleges and Universities. Members local raised different important student related issues such as no of OGS/ limited OGS for part time student, OHIP for international students, OSAP eligibility for part time students, Interest free loan, Tution fee increase, short of funding for TA, Graduate expansion and restoration of post-residency fees etc. Minister was taking notes during discussion and expressed his support on those issues.

CFS Ontario Lobby week

Lobby events had demonstrated the continued momentum of CFS campaign for a fully accessible, high quality, public post-secondary education system. At CFS last Ontario general meeting, members local resolved to hold a week of provincial lobbying as part of the Drop Fees for a Poverty-Free Ontario campaign. As many of members local who were able to attend witnessed, the Ontario lobby week held from December 7-10 was a great success. Students from Locals 1, 19, 24, 25, 27, 30, 32, 41, 47, 48, 54, 68, 78, 82, 93, 98, 105 and 110 participated in over 60 lobby meetings with Members of Provincial Parliament.

In these meetings, members local advanced student's demands regarding *tuition and ancillary fees, student financial assistance, funding and quality, a province-wide credit transfer system and research and innovation*. A lobby document was created outlining CFS demands that can be accessed on CFS website: www.cfsontario.ca/english/campaigns.php?id=29.

In addition to CFS ongoing lobbying efforts, the mobilizing that took place across the province since the summer months saw an important exclamation point during lobby week. Students from across the province who were in Toronto for lobby week participated in the delivery of over 90,000 postcards that students collected, calling for more investment in affordable post-secondary education. This is a milestone in CFS organising capacity and represents a broad-based support for accessible education that the provincial government can no longer afford to ignore.

If you have any question, contact me at sogs.external@uwo.ca.

Cheers
Saidur R Chowdhury
VP of External Affairs & Communications

Executive Report - VP Finance

Dear Members,

I would like to welcome you to the 2010 Annual General Meeting of the Society of Graduate Students. Today you will be voting on accepting the proposed 2010-2011 budget. This budget is significantly different from the one produced last year in several ways:

1. **Implemented Roll Over System:** Over the years the Society has collected fees for various line items (emergency bursary, health plan, discretionary fund, legal fees and graduate sponsorship) whose usage has fluctuated greatly. Regardless of the amount used, the students have always been charged the full value of the line item. To correct this, we have implemented a roll over system. This system charges only what was used in the previous year (rolling over the remainder). The goal of this new model is to have more accurate budgeting, thus leading to a minimization of student dues.
2. **Frozen Student Dues:** Students will pay the same this year, as they did last year for SOGS Dues (Full time student: \$18.40, Part time student: \$13.50).
3. **Sustainability:** This SOGS budget allocates money for environmental projects. Through the Sustainability Committee this line item will help to actively promote a greener more environmentally friendly campus.
4. **Bottom Line:** The current budget estimates a deficit of \$23 200 dollars. Last year's graduate growth lead a projected deficit of \$17 539.22 to a projected surplus of \$4 421.79. Because graduate enrollment continues to increase, we project that this deficit will also lead to a modest surplus.

During my tenure as Vice President Finance, I have overseen several large projects. During the LTC strike, I was involved in developing programs, such as share a ride and the van system, to aid graduate students. I will be meeting with Glen Tigert later this month, to discuss the refund for this strike period. It is my understanding that The University of Western Ontario will allocate the refund as a credit against student dues, or if you do not owe any fees it will be refunded as a cheque. I was also instrumental in ensuring that the renovations of the SOGS office (February 15 to the 19) will take place. The majority of the work will be done in this time period. As a member of the executive I have been in contact with SGPS to try to minimize tuition increases, particularly the disproportionate increase between domestic (4%) and international students (8%). During this fiscal year, the Bursary & Subsidy Committee has given out \$5 536 Child Care Subsidies, \$16 970 Travel Subsidies and Bursaries valued at \$80 000 (\$60 000 OSOTF, \$10 000 OOP and \$10 000 Grad Club). Finally, I strive to maintain the standard of health and safety that this Society is known for through the production and implementation of a health and safety manual (produced by the Ontario Service Safety Alliance) for both SOGS and the Grad Club.

When elected, October 2009, my platform consisted of four main points:

1. Making the Grad Club Profitable

Compared to last year (\$838.56), the Grad Club is making significantly more (\$34 302.62).

2. Debt payoff of the Grad Club

The Grad Club will have enough money in the bank by April 2010 to pay off the loan from SOGS (\$25 994.62 owing as of February 2, 2010). I have regular meetings with the General Manager of the Grad Club and both the chairs of Grad Club and Finance Committees. In the coming Grad Club budget, we will increase the number of bursaries and begin saving for a second renovation aimed at increasing the indoor space for our enlarged patronage.

3. Increase funding to awareness raising campaigns.

We have created the sustainability line item, which aims to actively promote an environmentally friendly western.

During my term, the Grad Club has also undertaken several campaigns aimed at increasing accessibility, raising awareness and donations to charitable causes. The establishment is in the process of purchasing brail menus for the visually impaired. To help with Haiti relief, the Grad Club will donate \$1.00 from every buffet or special purchased on Wednesday (February 3). Also Sleeman, on behalf of the Grad Club, has agreed to donate \$1.00 for every pint of their product purchased on Wednesday (February 3). Their products include Sleeman Light, Sapporo, Okanagan Pale Ale and Blanche de Chambly. The Brain Tumour Foundation is holding a trivia night at the Grad Club on Saturday March 6 starting at 7:00 pm. The event will be hosted by Jeff Preston. Jeff is the Grad Student who traveled to Ottawa in his electric wheelchair in order to improve accessibility for disabled people.

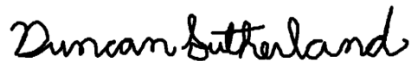
4. Maintain a strong tradition of minimizing membership fees for students.

We have instituted a new budgeting model, whereby monies not used in the current year will roll over to subsequent year. The end result is a minimization of the amount of monies a graduate student will have to pay.

I have made significant progress in all areas of my platform; however, there is still much work to be done. We continue to look for new ways to maximize patronage, increase bursaries and making tolerance and diversity a top priority.

I would like to thank you all for the opportunity of being the Vice President Finance and I look forward to next seven months of my term.

Thank You



Duncan Sutherland
Vice President Finance
Chief Financial Officer

Executive Report - VP Student Services

**Report from
Commissioner for Graduate Students with Disabilities**

Report from BCC Chairperson

Hello SOGS members,

Those of you who are councillors are probably aware that this has been a busy year for the BCC and there's no sign to suggest our workload is going to dissipate at least in the next few months. To be frank, the bylaws we have in our Society are not good. This isn't a criticism of our committee or members or our Society's past members and chairs or, really, a criticism of anyone. For so long as I've been involved in SOGS—close to 3 years now—and, by all accounts I've heard, for the history of the Society, we haven't needed good bylaws. Any oversight or vague wording or contradiction in the bylaws, historically, could be easily dismissed as irrelevant with a spirit of co-operation. For those in charge of the bylaws it's both a dream and a nightmare that one day the bylaws might actually be something more than academic, but in either case it's called for a great reworking of the bylaws.

Arguably the biggest failure of the bylaws in the past year was in the handling of the vote to recall the president in December of 2009, though from a historical perspective this is actually a partial victory for the BCC. It was due to the initiative and foresight of the committee, most importantly its former chair, Rebecca Feldman, that we put in the recall bylaws. Prior to that we had public trial bylaws. Considering how ill-equipped we and our bylaws are to handle even mundane events, a public and humiliating impeachment process, by all opinion, would have been disastrous (a "gong show", to use the technical term) and in all likelihood a legal liability for the Society. So the bylaws were replaced with a recall mechanism. Unfortunately the recall bylaws were written at a time when no one would have considered the possibility of them ever being used, and in fact at a time when the bylaws in general were never really tested. Having the recall at a "General Meeting" at the time seemed like a good way to avoid the cost of a referendum and put the matter behind us. We now know that such a General Meeting doesn't necessarily allow deliberation or debate which makes it an absurd inconvenience to everyone and, even more embarrassingly, much much more expensive than the online vote we wanted to avoid! Sorry about that. We're working on it and might even have a fix for the recall business even for February Council.

Of note: it is impossible for the BCC to speak in favour or against the idea of a recall as we don't have the mandate to provide policy or political direction. All that's relevant to the BCC is that it can be executed in a fair and democratic way, which it can be. Direction must come from Council. I know this is a matter our members have had some opinions on, so don't feel afraid to bring it up at Council or to have your departmental representative do so on your behalf!

Other bylaw changes and reports are coming as quickly as we can manage. As I write this report, the BCC's to-do list stands at 12 items. Considering it takes, typically, more than half an hour of deliberation per item (we're lucky to find 1 hour a week to schedule everyone in) plus at least that much time in "homework" and considering that Council refers to us at least a couple new items per month and that we ourselves discover several items per month in bylaw review, the BCC is, in my opinion, temporarily unsustainable, by which I mean our to-do list almost never shrinks anymore. For the past half year, we've had, in my opinion, the strongest team of bylaw crafters and debaters since I've been involved in the committee, and who also have the dedication to meet and deliberate weekly and stay well past the scheduled meeting times, a workload an order of magnitude greater than any other committee I've been apart of. I mention this to give due thanks to the committee, but also to soften the negative connotations that come with me calling the committee "temporarily unsustainable": really it's not a big problem. The only negative consequence is that low-priority items take a couple months longer than we'd like and things should get back on track this year. What stability of the Society and consistency and comprehensiveness of the bylaws we have now is a testament to our committee volunteers.

I will be (hopefully: wish me luck!) graduating this summer. My objective for the committee is to not only reach a state of sustainability, but also stability in the bylaws, before I leave. Fundamental workings of the Society, i.e., workings of Council, committees and the SOGS office, are within sight. Within the next few months we will bring in harassment bylaws to protect our employees and further

protect ourselves. We will also have clear and practical bylaws to specify the workings of committees. In the past 12 months Council has, at times, bordered on dysfunctional and dilatory: we are always looking for ways to remedy this where solutions exist in the bylaws.

If you have any concerns or questions about the bylaws, please contact me at sogs.bcc@gmail.com. As long as our to-do list gets sometimes, we're always in the market for more, where it has the ability to help the Society. If you've ever come across something related to graduate students, e.g., rules, policies, forms, common practices, etc., I or one of our members will be able to help pinpoint how to fix it, or at the very least come up with a convincing excuse. That was a joke. Seriously, though, email some ideas our way or, better yet, join on and replace some of our graduating old-timers.

Thank you for your attention! If your eyes glazed over as soon as you saw how long this report was, thank you for at least reading the ending! The executive summary is: our bylaws suck; it takes a long time to work through them; we'll get things stabilized soon-ish; and please join because a fair chunk of our committee is leaving soon.

Cheers,
Mike Burrell
Chairperson
Bylaws and Constitution Committee
SOGS

**APPENDIX A
Proposed 2010-2011 Budget**

	Proposed Budget 2010 – 2011	year end Projections	May - December	Budget 2009 - 2010
REVENUE				
Student Membership Fees				
Full-time Student Membership Fees	216,186.53	213,984.40	140,384.40	215,573.66
Part-time Membership Student Fees	24,689.17	24,610.50	15,970.50	4,437.71
Sub-total	240,875.70	238,594.90	156,354.90	240,011.37
Bus Pass				
Bus Pass Dues	660,750.68	599,668.18	381,454.85	608,512.69
Bus Pass Administration Fees	5,324.85	4,993.69	3,527.02	5,020.73
Sub-total	666,075.54	604,661.87	384,981.87	613,533.42
Canadian Federation of Students				
CFS Full-time Student Dues	56,931.75	55,493.14	36,199.81	54,844.63
CFS Part-time Student Dues	4,451.05	4,374.25	2,830.78	3,987.77
Sub-total	61,382.81	59,867.39	39,030.59	58,832.40
Health Plan				
Health Plan Premiums	2,082,074.92	2,232,892.46	2,200,533.03	1,576,190.17
Health Plan - Opt-ins	132,000.00	130,745.95	124,595.95	86,400.00
Health Plan Administration Fees	73,859.94	95,723.10	95,420.60	69,014.59
Sub-total	2,287,934.86	2,459,361.51	2,420,549.58	1,731,604.76
Contributions				
GC Administration	13,800.00	13,800.00	9,200.00	13,800.00
GC Profit Sharing	0.00	0.00	0.00	0.00
SGPS Subsidies	0.00		0.00	1,600.00
Other Contributions	3,200.00	3,200.00	3,200.00	3,200.00
Sub-total	17,000.00	17,000.00	12,400.00	18,600.00
General Revenue				
Bank Interest	3,000.00	2,930.39	1,953.59	11,000.00
Emergency Loan Administration	500.00	461.81	336.81	400.00
Handbook Advertising	0.00	4,105.00	4,105.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00

	Proposed Budget 2010 – 2011	year end Projections	May - December	Budget 2009 - 2010
Sale of Merchandise	0.00	0.00	0.00	0.00
Sub-total	3,500.00	7,497.20	6,395.40	11,400.00
TOTAL INCOME	<u>3,276,768.90</u>	<u>3,386,982.87</u>	<u>3,019,712.34</u>	<u>2,673,981.95</u>
EXPENSES				
Award Programs				
Child Care Subsidy	9,000.00	9,000.00	5,786.00	9,000.00
Scholarships	5,000.00	5,000.00	0.00	5,000.00
Student Emergency Fund	3,000.00	1,500.00	0.00	3,000.00
Thesis Binding Subsidy	0.00	2,500.00	2,500.00	2,500.00
Travel Subsidy	25,500.00	25,500.00	16,965.00	25,500.00
Sub-total	42,500.00	43,500.00	25,251.00	45,000.00
Membership Disbursements/Transfers				
Bus Pass Fees	660,750.68	599,668.18	381,454.85	608,512.69
Bus Pass Printing	3,000.00	2,710.71	1,807.14	3,000.00
CFS Fees	61,382.81	59,867.39	39,035.86	58,832.40
Departmental Grants	25,416.00	16,528.37	8,528.37	24,030.00
Emergency Loan Delinquency	500.00	500.00	0.00	500.00
Health Plan Discretionary Funds	3,000.00	1,500.00	500.00	3,000.00
Health Plan Premiums	1,797,659.94	1,917,059.92	1,960,377.04	1,426,161.65
Health Plan Refunds	416,414.98	446,578.49	369,295.48	236,428.53
Recompense Program	3,500.00	2,820.00	1,880.00	2,500.00
Sub-total	2,971,624.41	3,047,233.07	2,762,878.74	2,362,965.27
Office and Administration				
Bank Service Charges	400.00	326.18	217.45	300.00
Equipment/Depreciation	1,420.00	600.00	400.00	600.00
Insurance - Office Liability	400.00	273.24	273.24	300.00
Insurance - Officer and Director Liability	2,000.00	1,992.60	1,992.60	1,800.00
Office Computer Support/Supplies	1,200.00	510.14	340.09	1,200.00
Office Equipment Rentals/Charges	6,800.00	6,792.54	4,528.36	6,500.00
Office Expenses	4,291.07	18,005.00	3,735.92	4,005.00
Photocopier Usage	600.00	428.06	285.37	500.00

	Proposed Budget 2010 – 2011	year end Projections	May - December	Budget 2009 - 2010
Professional Fees - Accounting	10,000.00	10,000.00	0.00	10,000.00
Professional Fees - Legal	3,000.00	583.00	583.00	3,000.00
Sub-total	30,111.07	39,510.75	12,356.03	28,205.00
Wages and Benefits				
President	17,555.93	17,330.63	11,034.12	17,330.63
Vice Presidents	33,694.65	33,262.24	22,068.32	33,262.24
Office Staff	104,308.50	100,097.13	69,071.29	100,097.13
Speaker Stipend	5,115.65	5,050.00	3,770.83	5,050.00
Temporary Staff - Office Reception	1,200.00	1,200.00	650.00	1,200.00
Payroll Taxes and Remittances	12,140.60	11,437.37	6,807.00	11,437.37
Staff Benefits and Training	2,840.00	10,785.92	5,355.92	2,785.92
Student Disabilities Commissioner	943.87	932.68	155.44	932.68
Sub-total	177,799.21	180,095.97	118,912.92	172,095.97
Executive				
Advertising and Promotion	500.00	500.00	0.00	500.00
Events and Organizing	800.00	800.00	184.57	800.00
Graduate Sponsorship	1,500.00	820.00	420.00	1,500.00
Honoraria	6,500.00	6,500.00	0.00	6,500.00
Joint Fund	4,000.00	4,000.00	4,000.00	4,000.00
Meetings/Conferences	800.00	800.00	0.00	800.00
Sub-total	14,100.00	13,420.00	4,604.57	14,100.00
President				
President Expenses	500.00	500.00	0.00	500.00
Vice President Academic				
Discretionary Fund	100.00	100.00	0.00	100.00
Graduate Student Teaching Awards	12,750.00	12,750.00	157.68	12,750.00
Western Research Forum	6,750.00	6,750.00	0.00	6,750.00
Western Graduate Research	3,250.00	3,250.00	336.00	3,250.00
Sub-total	22,850.00	22,850.00	493.68	22,850.00
Vice President Finance				
VP Finance Expenses	250.00	250.00	0.00	250.00
GC Sponsorship	400.00	400.00	0.00	400.00

	Proposed Budget 2010 – 2011	year end Projections	May - December	Budget 2009 - 2010
Graduation Celebration	1,500.00	1,500.00	931.13	1,500.00
Sustainability	1,000.00	n/a	n/a	n/a
Sub-total	3,150.00	2,150.00	931.13	2,150.00
Vice President External				
Discretionary Fund	100.00	100.00	0.00	100.00
CFS Conferences & Programs	5,850.00	2,496.50	357.94	6,100.00
Media/Subscriptions	200.00	200.00	0.00	200.00
Political Activities/Campaigns/Advocacy	1,000.00	1,000.00	11.88	1,000.00
Sub-total	7,150.00	3,796.50	369.82	7,400.00
Vice President Student Services				
Discretionary Fund	250.00	250.00	0.00	250.00
Handbook Editor	1,000.00	0.00	0.00	1,000.00
Handbook Printing	17,000.00	18,034.80	18,034.80	17,000.00
Handbook Promotions/Prizes	1,200.00	1,200.00	210.00	1,200.00
International Students	1,000.00	1,000.00	455.19	1,000.00
Merchandise	700.00	700.00	0.00	700.00
Student Socials	4,000.00	4,000.00	2,389.66	4,000.00
Sub-total	25,150.00	25,184.80	21,089.65	25,150.00
Speaker				
Elections/Referenda	500.00	500.00	0.00	500.00
Meetings and Socials	3,820.00	3,820.00	1,459.80	3,820.00
Sub-total	4,320.00	4,320.00	1,459.80	4,320.00
Contingency Fund	714.21			6,784.93
TOTAL EXPENSES	<u>3,299,968.90</u>	<u>3,382,561.08</u>	<u>2,948,347.34</u>	<u>2,691,521.17</u>
NET INCOME	-23,200.00	4,421.79	71,365.00	-17,539.22

Student Fees*	2009 - 2010		2008 - 2009		2007 - 2008		2006 - 2007	
	term	annual	term	annual	term	annual	term	annual
Full Time Student projections [1]	4,005		3,840		3,578		2,611	
Part Time Student projections [2]	601		576		537		392	
CPI [3]					1.0180	1.80%	1.021	2.1%
Canadian Consumer Price Index	0.012	1.2%	0.0240	2.4%				
Ontario Consumer Price Index	0.015	1.5%	0.0210	2.1%				
Ontario Consumer Price Index - Transportation	0.061	6.1%	0.0200	2.0%				
Bus Pass Dues								
Full-time Students Bus Pass Dues [4]	54.55	163.66	50.50	151.50	49.51	148.53	47.30	141.90
Bus Pass Administration Fees [5]	0.37	1.10	0.37	1.10	0.36	1.08	0.35	1.06
CFS Membership Dues [6]								
Full-time Students CFS Dues	4.82	14.47	4.77	14.30	4.66	13.98	4.58	13.73
Part-time Students CFS Dues	2.41	7.24	2.38	7.14	2.33	6.99	3.05	9.15
Health Plan Fees								
Full-time Students HP Premiums [7]	162.67	488.00	123.75	371.24	113.97	341.91	111.60	334.80
Full-time Students HP Administration Fees [8]	6.05	18.15	6.05	18.15	5.93	17.78	5.82	17.46
Membership Fees [9]								
Full-time Students Membership Fees	18.50	55.20	20.66	61.97	22.95	68.85	22.95	68.85
Part-time Students Membership Fees	13.60	40.50	13.76	41.29	15.29	45.87	15.29	45.87
Total Full-time Fees	246.96	740.58	206.10	618.26	197.37	592.12	192.60	577.80
Total Part-time Fees	16.01	47.74	16.14	48.43	17.62	52.86	18.34	55.01

Notes:

* Student fees comes into effect [i.e. collected by the University] September 1 of the new fiscal year.

- [1] Student enrolment projections are determined by the Office of Institutional Planning and Budgeting
- [2] Part-time projections are 15% of the full time projections
- [3] Canadian Price Index rates are issued by Statistics Canada and published January ...
- [4] Bus Pass Dues are set by London Transit and has been based on the annual average change in OPI for transportation. However contract ends this year and the rate increase request is 8%. SOGS is working with USC and Fanshawe on a new contract proposal for a five year plan
- [5] Bus Pass Administration Fees support administration of the bus pass
- [6] Contractually collected by the University/SOGS and remitted to the CFS on behalf of its members. Rates are controlled every year by the increase of CPI released by the Government of Canada in the month of January.
- [7] Health Plan premiums are provided by insurer and the committee is reviewing submissions
- [8] Health Plan Administration Fees support the administration of the health plan
- [9] Membership Fees support the Society's operations.

REVENUE

Bus Pass Dues	are set by London Transit in accordance with the annual average change in the CPI and additional budgetary needs to a maximum of 5% annually.
Bus Pass Administration Fees	support the administration costs incurred for issuing, printing and replacing bus passes; annual increases with not exceed the annual OPI average index rate average.
CFS Full-time Student Dues	are charged by CFS to Local 47 members in accordance with the annual CPI average.
CFS Part-time Student Dues	are calculated at half the full-time fee.
Health Plan Premiums	are determined by broker/insurance company.
Health Plan - Opt-ins	PT students have the option of receiving health plan coverage and full-time students have the option of receiving family coverage but these premiums are not levied on the student tuition fee bills, therefore students must complete an opt-in form and make payments directly to SOGS.
Health Plan Administration Fees	support the costs of administering the health plan; annual increases will not exceed the annual OPI average index rate average.
Full-time Student Membership Fees	support the Society's operations and funds programs and services that directly benefit the membership.
Part-time Membership Student Fees	are calculated at two-thirds of the full time fees.
GC Administration	monthly fee for a cost-recovery basis for administration, advertising in SOGS publications, equipment rentals and data lines.
GC Subsidy	Grad Club previously subsidized SOGS awards at half their value but due to the GC's expansion in 05-06 they will not be subsidized. Any income available will be submitted to the outstanding loan due to SOGS.
Bank Interest	interest rates are set by Libro Credit Union.
Contributions	money provided for SOGS programs and services from the GTA Union and ticket purchases for planned events, etc.
Emergency Loan Administration	revenue from interest and administration charges on outstanding emergency loans.
FGS Subsidies	subsidies provided by the Faculty of Graduate Studies.
Handbook Advertising	revenue from advertising in the SOGS annual dayplanner.
Miscellaneous Income	unexpected revenue.
Sale of Merchandise	revenue from merchandise sales.

EXPENSES

Child Care Subsidy	awarded by the Finance Committee each term up to a maximum of \$250 each.
Out of Province Bursary	OTSS administered by UWO is substantial, therefore no longer necessary to budget.
Scholarships	at the end of the fiscal year 4 awards at \$1,250 each are issued by the Academic Committee.
Student Emergency Fund	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.
Thesis Binding Subsidy	awarded by the Finance Committee each term at \$100 for Masters and \$200 for PhD for one term only.
Travel Subsidy	awarded by the Finance Committee each term up to a maximum of \$400 each.
Membership Disbursements/Transfers	
Bus Pass Fees	collected on tuition fee bills by UWO and contractually remitted to London Transit by SOGS each term.
Bus Pass Printing	costs associated with the printing of passes.
CFS Fees	dues which were levied on tuition fee bills are remitted to Canadian Federation of Students by SOGS.
Departmental Grants	based on the degree of representation at monthly council meetings at \$2.00 per student.
Emergency Loan Delinquency	allowance for unpaid emergency student loan debts.
Health Plan Discretionary Funds	distributed by the Health Plan Committee to refund students for miscellaneous costs arising from health care expenses but not covered by the insurance company.
Health Plan Premiums	collected on tuition fee bills by UWO and contractually remitted to the insurance company by SOGS each term.
Health Plan Refunds	issued to students opting out of the health plan.
Recompense Program	\$5 GC vouchers are provided at committee meetings to promote member participation.
Office and Administration	
Bank Service Charges	expenses incurred on the bank accounts' activity.
Equipment/Depreciation	amortization applied at half rate in the year of acquisition on computer equipment and office furniture expenditures are not amortized in the year of disposal.
Insurance - Office Liability	premiums are determined by insurance company on an annual basis for office equipment and furniture.
Insurance - Officer and Director Liability	premiums are determined by insurance company on an annual basis to protect the Society's Officers and Directors in the execution of their duties.
Office Computer Supplies/Supplies	expenses include a monthly fee for ITS support and purchases of computer supplies and new software.

Office Equipment Rentals/Charges	expenses billed by UWO for SOGS and GC equipment, phones, data lines/connections, etc..
Office Expenses	costs associated with office supplies, stationary, postage, courier services, etc.
Photocopier Usage	billed annually by UWO for the photocopies made throughout the year.
Professional Fees - Accounting	externally provided professional audit services by Michael A. King.
Professional Fees - Legal	should the need arise, expenses incurred for retaining legal representation.

Payroll, Benefits and Contributions

President	salary is equivalent to a full TA salary and increased in accordance with the TA collective agreement and 4% vacation pay.
Vice Presidents	salary is equivalent to half a TA salary and increased in accordance with the TA collective agreement and 4% vacation pay.
Office Staff	determined by the UWO salary range and includes 5% RRSP contributions; increased annually in accordance with the UWO PTR and annual OPI average index rate average.
Payroll Taxes and Remittances	Federal Tax, EI, CPI issued on full-time salaries and remittances submitted monthly.
CFS Representative	stipend for representation at the CFS meetings.
Speaker Stipend	stipend is paid in accordance to the TA collective agreement (less than five hours/week) for council meetings, presidential election, referenda and any meetings that require Roberts Rules.
Staff Benefits and Training	expenses include staff health plan premiums, one birthday lunch, annual \$100 holiday bonus, staff party and the training and/or development in accordance with the personnel policies.
Student Disabilities Commissioner	stipend is offered for representation of students with disabilities and increased annually in accordance with the annual OPI average index rate.
Temporary Staff	wages are budgeted for assistance to the Office Manager for issuing bus passes, handbooks, etc at a maximum of 20 hours per week for two weeks each term at a rate of \$10.00/hour.
WSIB Premiums	are determined by WSIB and reconciled monthly based on full-time salaries.

Executive

Events and Organizing	costs associated with events not deemed part of the VP portfolios... a meet and greet with the Graduate Assistants in August and a Committee Chair Conference at the beginning of the year.
Graduate Sponsorship	cost of sponsoring non-academic initiatives directly benefiting graduate students at a maximum of \$250. Graduate Sponsorship Forms must be submitted and funds matched for Executive's approval.
Honoraria	grants issued to Committee Chairs annually for their efforts throughout the year at a maximum of \$500 as determined by the committee members.

Joint Fund	cost of supporting the Joint Fund for Graduate Research and Scholarship Dissemination matched by UWO.
Meetings/Conferences	expenses for external meetings/conferences attended by executive and/or SOGS representatives.
Promotions/Advertising	expenses for any publication needed to promote SOGS programs/services/issues in campus media (Western News, Gazette, etc) and/or off campus sources such as LFP, etc.
President Expenses	expenses for meetings held with UWO administration and informal meetings related to SOGS business held at the Grad Club.
Vice President Academic	
Discretionary Fund	unforeseen expenses incurred for committees, meetings, etc.
GSTA Advertising and Materials	estimated costs for posters and newspaper advertisements.
GSTA Awards	20 prizes at \$500 each are awarded in April at a reception and \$3,200 is funded by the TA Union. Faculty of Graduate Studies has also contributed in the past.
GSTA Reception	is hosted by the President, administered by Alumni Relations and half the expenses are subsidized by UWO.
WRF Advertising and Materials	estimated costs for posters, newspaper advertisements and materials for the event.
WRF Judges and Guest Speaker	estimated costs for guest speaker and GC vouchers awarded to the judges.
WRF Prizes	three 1st place prizes at \$200/each and four 2nd place prizes at \$100/each awarded at reception
WRF Room Booking and Catering	estimated costs for event traditionally held at the Grad Club
WGR Layout and Printing	estimated costs for posters, newspaper advertisements, materials and a photographer.
Vice President Finance	
VP Finance Expenses	expenses for informal meetings held with UWO Administration and informal meetings related to SOGS business held at the Grad Club
GC Sponsorship	donation to GC annual golf tournament include half the cost of registration for a SOGS team made up of up to five executive members.
Graduation Celebration	estimated costs for a drink of choice in the goblet of knowledge for graduates defending their thesis.
Vice President External	
Discretionary Fund	unforeseen expenses incurred for committees, meetings, etc.
CFS Conferences	delegate fees and expenses associated with general meetings of the Canadian Federation of Students for two delegates including one non-executive member at each general meeting
CFS Programmes	costs associated with the local administration of CFS related programs (ie ISIC cards).
Media/Subscriptions	estimated costs for the purchase of information, subscriptions to print media.

Political Activities / Campaigns / Advocacy	costs for implementing campaigns and advocating on behalf of all graduate students
Vice President Student Services	
Discretionary Fund	unforeseen expenses incurred for committees, meetings, etc.
Handbook Editor	is paid for the preparation and editing the contents of the handbook for printing.
Handbook Printing	estimated cost for printing the annual handbook for all graduate students.
Handbook Promotions/Prizes	\$10 GC vouchers are issued to winners of promotional games such as the monthly trivia, etc.
International Students	estimated costs for social events benefiting International Students held at the GC in cooperation with the Student Development Centre
Merchandise	costs associated with the creation and distribution of SOGS merchandise.
Orientation - Students	costs associated with social events...maximum \$2000 for orientation party at beginning of the academic year; and \$875 for fall, \$875 for winter and \$250 for summer terms
Speaker	
Council Meeting Refreshments / Supplies	costs for refreshments provided by the GC at each council meeting and the AGM and any other supplies necessary
Elections/Referenda	provisions for Presidential candidates and yes/no campaigns... Elections = \$150 for 3 candidates, 3 ads at \$150 each. Referenda = \$100/side, 2 ads at \$150 each, \$500 for online voting and \$100 for administration.
Orientation - Councillors	costs associated with meet and greet(s) held at the GC
Contingency Fund	calculated at 2.0% of Operating Revenue.

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
Overturn 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.



SOCIETY OF GRADUATE STUDENTS
THE UNIVERSITY OF WESTERN ONTARIO

PROXY FORM

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

I, _____, hereby proxy my vote for the February 11, 2010
(Proxy Issuer)

Annual 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