

York Graduate Students in Education (YGSE)

Meeting: Wednesday October 4, 2023 at 3.30pm via Zoom

ATTENDING:

Sheetal Prasad (Co-Chair), Esther Martinez (Co-chair), Lisa Smith, Shayna Brissett-Foster, Helen Liu, Marika Kunas, Ismath Bari, Gabrielle Ayotte, Chloe Jones-Westgarth, Mercedes Veselka, Emina Gladstone, Jenna D'Andrea, Rick Powless, Stella Kim, Jessica D'Andrea, Aurra Startup, Ellie Van Berkel, Jennifer Tran, Suad Ahmed

APOLOGIES:

Chunlei Liu, Sonia Martin

MINUTES OF MEETING

1. Call to Order - Meeting called to order by the Co-Chairs at 3.37pm.
2. Land Acknowledgement
3. Roll Call by secretary.
4. Vote on the Agenda. Approved by Marika, seconded by Jenna. Motion passes.
5. Approval of previous minutes from June 7th, 2023. Shayna noted that she had not been listed as YUGSA Representative. This has now been amended and uploaded onto the website. Approved by Jenna, seconded by Chloe. Motion passes.
6. Chairs Remarks
 - A. Welcome. The Co-chairs welcomed attendees and introduced themselves. They thanked people for nominating themselves for roles on the YGSE Committee.
 - B. Updates - The renovation is now complete for the Graduate Lounge and the TA suite in the basement (which is open plan and also contains a meeting room). During working hours (Monday to Thursday, 8.30am - 5.00pm, Friday 8.30am - 4.30pm) the doors are open (push to enter). Entry to both is by student card out of hours as they will be locked. Please complete the Mach form (<https://eduforms.apps01.yorku.ca/machform/view.php?id=261004>) to register for your card to be activated.
 - C. Fall Social - A successful turnout with 19 people attending. Esther paid for out of pocket expenses and will hopefully be reimbursed by the Dean's office.
7. Announcements
 - A. Faculty Meet and Greet on Thursday October 19th at Winters (4-6pm) and an RSVP has also been sent out. Seven faculty and the Dean have replied to say that they will be attending in-person. An online version may be scheduled for later this year
 - B. Planning for social events is now turned over to Ismath as Social Coordinator.
8. By-elections - led by Marika as Chief Returns Office (CRO). Positions voted for using a show of hands. Marika thanked everyone for putting their nominations forward.
 - A. Treasurer - Nominations from Aurra Startup and Jennifer Tran. Aurra Startup appointed Treasurer.
 - B. Faculty of Graduate Studies (FGS) Representative - Nominations from Suad Ahmed. Suad Ahmed appointed as FGS Representative.
 - C. CUPE 3903 Unit 1 Representative - Nominations from Aurra Startup and Ellie Van Berkel. Ellie Van Berkel appointed CUPE 3903 Representative.

- D. YUGSA Representative - Nominations from Aurra Startup. Aurra Startup appointed as YUGSA Representative.
9. Reading and Ratification of the constitution, with amendments as follows:
- A. Changes to Article 5a. Approved by Marika, seconded by Rick. Motion passes.
 - B. Changes to Article 7a. Included discussion about adding additional positions to the March election cycle. Esther raised the issue of positions being available for incoming students in September and Marika confirmed that there are 20+ positions available in total. Approved by Rick, seconded by Ismath. Motion passes. This also led to changes to Article 7b, approved by Marika, seconded by Rick. Motion passes
 - C. Changes to Article 7h.i. Marika explained that the amendment to run for a maximum of 2 roles was due to people sometimes finding that three positions created a demanding workload and to encourage more people to stand for YGSE positions. Approved by Lisa, seconded by Mercedes. Motion passes.
 - D. Changes to Article 7k.ii. Approved by Marika, seconded by Aurra. Motion passes.
 - E. Changes to Article 8b.iii. The word “representative” is added to the description.
 - F. Changes to Article 8c. The number 3 changed to 2. Marika confirmed that this comes into effect next year. Approved by Aurra, seconded by Mercedes.
 - G. Changes to Article 8g. Reports to go to Co-chairs in May.
 - H. YGSE emails may be available for specific roles. **ACTION:** Email the secretary if you would like more information.
 - I. Changes to Article 17. Wording amended to prevent having to read through the whole document, and to just read out any changes/amendments. Approved by Marika, seconded by Rick. Motion passes
 - J. Changes to Article 8 Co-chair Description Preamble. Approved by Rick, seconded by Jessica. Motion passes.
 - K. Changes to Community & Professional Development Coordinator description with point f added to responsibilities. Approved by Marika, seconded by Jenna. Motion passes.
 - L. Motion to approve an end of year appreciation event in lieu of honorariums. Motion passes.
 - M. Changes to Article 8 Graduate Lounge Manager with a small grammatical change. Approved by Aurra, seconded by Rick. Motion passes.
 - N. Changes to Article 8 Graduate Lounge Manager description with “kitchen/office” added to point a. Approved by Rick, seconded by Chloe. Motion passes
 - O. Changes to Article 8 Masters/PhD Representative description. Point g is withdrawn. Approved by Rick, seconded by Aurra. Motion passes.
 - P. Changes to Article 8 CUPE 3903 Unit 1 Representative description amended. Approved by Marika, seconded by Rick. Motion passes.
 - Q. Changes to Article 8 FGS Representative description to state that the position must be held by a PhD student. Approved by Rick, seconded by Marika. Motion passes.
 - R. Changes to Article 13, By-Law 2, Reimbursement procedure, link added to document. Approved by Marika, seconded by Helen.
10. Peer Mentors - led by Jenna D’Andrea as Graduate Mentorship Program Coordinator
- A. Motion to add position of Graduate Mentorship Program Coordinator (up to 2 people) to the Constitution and added to the spring elections, as per Article 7. Approved by Marika, seconded by Rick. Motion passes.
 - B. First elected coordinators will be during the 2024/2025 academic session with tim and Jenna currently taking these roles.

11. Constitution Agreement Form: The Co-chairs advised that there a Constitution Agreement Form. A link to the form will be sent out with Minutes. **ACTION:** Committee members to complete the form before the deadline of October 26th.

12. Budget

- A. Opening balance of \$8,834.40
- B. Need to add in the Graduate Mentorship Program allocation.
- C. YUGSA normally provide about \$3000, however they are running at a deficit so it may be lower.
- D. SCLD normally provide about \$300.
- E. Allocation for the YGSE Conference is \$1000.
- F. Gabrielle asked about the Land Acknowledgement Fund. Marika confirmed that this is to show practical support and not just pay lip service.
- G. Social events have an annual budget of \$500.
- H. Journal expenditure includes \$812.50 for payments to Lead Reviewers, Lead Editor and Copy Editors. The annual expenditure going forward will be \$1000.
- I. There are two YGSE bursaries with a total allocation of \$1000.
- J. Budget for the Meet and Greet (as mentioned in 7a of the minutes) will be \$50.
- K. Marika suggested that the emergency fund should be \$2000.

Meeting stopped at 5.30pm, when we no longer had quorum.

A special meeting is planned to include budget approval. Arrangements will be sent out with these minutes