

Education Graduate Student Society

Tuesday, July 4, 2006

1:00-2:30 (Room 631)

Chair: Jessica Toste
Minutes: Jessica Toste
Present: Adeela Arshad-Ayaz, Sandra Chang-Kredl, Sara Janes, Ramona Parkash Puni
Regards: Giuliana Cucinelli, Angela Kovalak, Eloise Tan

1. **Housekeeping**

- We will develop a rotating schedule for preparation of meeting minutes. Jessica will take minutes for this meeting and will distribute document to the full EGSS Council prior to our next meeting. In September, we will make a schedule – unless we have a candidate for the position of Secretary.
- Keys to the EGSS office were distributed. Two keys were lost last year (those assigned to the VP Multicultural and Conference Coordinator), so we only have four keys for the upcoming council members. Jessica will get in touch with Pat Jackson to see about the possibility of getting a few more copies.
- Office keys (rm 612) have been assigned to:
 - Jessica (President / VP Academic)
 - Sandra (Conference Coordinator, to be accessible to conference team)
 - Ramona (VP Social Life)
 - Ozlem (VP Information & Technology) – *assigned after July 4th meeting*

2. **Conference Committee Report**

- An open meeting of the conference planning committee was held on June 27th. In addition to the three conference coordinators, Jessica, Adeela, Eloise, Marna Lew, Roger Slee, and Michael Hoehsmann were present.
- Sandra discussed the vision of the conference and themes that had been suggested (Defamiliarizing Education: Exposing New Channels of Learning; Broadening / Expanding Concepts of Education).
- This year will mark the 150th anniversary of the Faculty of Education at McGill, so there is a possibility of connecting the conference to anniversary events (connect with Lynn Butler-Kisber regarding this).
- Possibility of having sub-divisions at the conference this year in order to be more inclusive to all departments (note: division for Kinesiology & Physical Education; Library and Information Studies).
- Photi Sotiropoulos will be running for the position of Conference Budget Coordinator – so the team would include three coordinators. Conference committee will have another open meeting in September and then continue to meet regularly afterwards.

3. **VP Academic – Travel & Merit Awards**

- Travel Awards from the June 15th competition have been announced. Jessica met with Bob Bracewell (Associate Dean RGS) to review applications and ensure completion. One applicant was ineligible and the three remaining applicants were awarded funding. Award winners include: Anastasia Karagiannakis (ECP \$500), Elizabeth Meyer (DISE \$500), and Jessica Toste (ECP \$250). A total of \$1250 was awarded, which is the maximum allotment per award period. Next year's budget will propose an increase in awards.
- The next deadline for Travel Award applications will be October 15th 2006 – we will have to make this deadline very clear to everyone as this deadline was originally advertised as November 15th. This was changed in the end of this past year due to a conflict with dates.
- Merit Awards must be advertised this year. Students fees were raised slightly in 2005-2006 and this was part of the purpose behind the increase. Jessica will be developing the award as a part of her mandate. She will develop a proposal regarding eligibility, amount(s), criteria for selection. This proposal will be discussed at EGSS Council and then be brought to the Committee for Research and Graduate Students for discussion.
- It was proposed that this award could be combined with the list of Faculty Fellowships – with deadlines at the end of March/April. This would make less work for graduate students as they would not have to keep track of an additional application deadline and it would also help us make sure that applications are kept confidential (as they would be submitted to Carole Grossman). Applications could be considered by the RGS as the other fellowships, but the final decision would have to be made by the EGSS. Jessica will discuss this possibility with Bob Bracewell.

4. **Positions on the EGSS Executive**

- As of July 4th, we have three new candidates for EGSS Council positions. Ozlem Cankaya has put her nomination forward for VP Information & Technology; Ryan Brown for the position of KPE Representative; and Photi Sotiropoulos for the position of Conference Budget Coordinator.
- The procedure will be as follows: EGSS Executive approves these candidates into the positions, when we hold our next General Assembly (in the Fall) these council members will be presented. After the GA, we will have a by-election and 5 days of e-voting for any new candidates – at this time, the three mentioned above will also be listed as simply “approve” or “disapprove”. We could not approve these positions at the meeting as we did not have quorum (why it is so important for everyone to attend council meetings!). Jessica will follow-up via e-mail for approval of new positions.
- *Note August 30th (Jessica)* – Ozlem, Ryan, and Photi were approved into their positions. They will present themselves at the General Assembly on September 21st.
- Jessica will take on the role of President for the 2006-2007 academic year. Therefore, she will also present herself at the General Assembly and will be listed as “approve” or “disapprove” on the election ballot.
- There are still a few positions open including: VP Finance, DISE Representative, and Secretary. Hopefully we can find some interested candidates to put their nominations forward prior to the General Assembly.

5. **Budget Report**

- Jessica is in the process of transferring over signing authority on the EGSS account. This must be done soon so that the Travel Awards can be distributed. For now, Jessica will be a signing officer (President) and once we have a new VP Finance, they will be the second signing officer.
- A preliminary budget was distributed for 2006-2007 to give the VP's and Conference Coordinators an idea of how much they will have allotted for their individual portfolios. This will be discussed in more depth at the September EGSS Executive Council meeting. We will consider increasing allotment to awards, conference, as well as dedicating some funds to special projects.
- *Note August 30th (Jessica)* – the financial report for 2005-2006 has been submitted to PGSS. This details the income and expenditures from last year and will be approved at our next Council meeting. It is worth noting now that there was an omission from the final budget report from the 2006 conference (two large receipts were not included). The conference did not earn as much as originally thought, but it still brought it \$381.08 which will be considered in allotting EGSS funds to the 2007 conference. The surplus from the 2006-2007 was \$6,651.31. This will be logged as income for the new fiscal year and considered in budget allotments (i.e. increase of award funding, additional conference funds, special projects). The 2006-2007 budget must be approved by the Executive at the next EGSS Council meeting – date to be announced – and then it will be approved by our constituency at the General Assembly. This must also be submitted to PGSS as soon as it is approved.

6. **EGSS Handbook**

- Jessica will be revising the EGSS Handbook over the summer and this will be distributed to all incoming graduate students at department orientation sessions.
- We will need a brief bio and photo from every member of the EGSS Executive (see website for sample bios used in the past). It would be appreciated if everyone could send this information as soon as possible. In addition to the handbook, these bios/ photos will be posted on our website.
- *Note August 30th (Jessica)* – I am still missing a bio and photo from the VP Multicultural and the ECP Representative. Although the handbook has been printed, we would still like to include this on the website. Please send as soon as you have a chance. Jessica will follow-up on getting this information from people who will be elected into new positions after the General Assembly.