

Education Graduate Student Society

Tuesday, April 1, 2008

1:30-3:00 (Room 631)

Chair: Jessica Toste
Minutes: Jessica Toste
Present: Alyssa Baxter, Sandra Chang-Kredl, Frances Helyar, Dana Salter, Kerri Staples, Tomoya Tsutsumi, David Roemmele (non-voting)
Regrets: Ozlem Erten, Nicole Gaston, David Pickup, Sarah-Jane Renaud, Ashleigh Yule

1. **Approval of agenda**

- Motion carried.
- Reversed order of items # 9 and 10.

2. **Approval of meeting minutes**

- Minutes from last EGSS Executive Council meeting (January 31, 2008) were distributed via email, no additional or revisions.
- Motion to approve meeting minutes was moved by Frances and seconded by Kerri. Motion carried.

3. **Portfolio reports**

- President:
 - *Research and Graduate Students Committee:* Last meeting was to review applications for the Faculty Fellowships (student representative was not in attendance). Recipients were selected and should be informed during the month of April. Addition from Tomoya's DISE report below – McGill has allocated funds for incoming graduate students in the amount of \$1500 Master's and \$5000 PhD. This is a one-time scholarship for recruitment.
- VP Student Life & KPE:
 - In lieu of the February Games Night, Frances organized another Open Mic Night at Thomson House. There was a great turnout and fun was had by all!
 - The next social event will be a Games Night hosted by KPE on Tuesday, April 6th from 7:00-9:00 (Currie Gymnasium). Ryan and Kerri will be sending a poster to distribute on the listserv, and we should spread the word amongst students in other departments.
- VP Diversity & Equity:
 - In conjunction with the Diversity and Equity Committee, applying for two grants to initiate new projects in the Faculty of Education. These are in the beginning stages, and more information will follow as it becomes available.
 - Also, the D&E Committee has been communicating with LEARN Quebec to see about the possibility of developing community-university partnerships with McGill, Concordia, U of M, etc.
- Department representative (DISE):
 - Discussions about new funds to provide one-time scholarship of \$5000 to incoming doctoral students. Led back to discussion above regarding

McGill reinvestment of funds into graduate student recruitment. Also, each department has decided how to allocate the Principal's Graduate Fellowship

funds (53 units x \$2500). Most have decided to use funds for recruitment purposes – concern that funding of current students is not being prioritized.

■ PGSS Councilors:

- PGSS elections were held and Ashley Burgoyne elected as the incoming President. There are still a couple of vacant positions on the executive.
- Discussions regarding AGSEM strike mandate. General Assembly was held on Monday, March 31st and there was 79% vote in favour of the motion to start a general strike. They are in negotiations with McGill, but a strike may come about within the next couple of weeks if they do not find a resolution.

4. **Conference debriefing**

- Conference coordinators were not in attendance and thus, item has been tabled for discussion until the next council meeting. The purpose of this discussion is to highlight features of the conference that worked especially well and others that need to be considered, in order to pass this information along to future conference coordinators.
- A few general comments were shared for consideration at next meeting: Thomson House was enjoyed as a second day venue, having keynote speaker in another building was difficult for many people (although we did not have control over this factor), price to be examined and discussed with EGSS Executive next year, look into possible female keynote speakers.

5. **Executive Council 2008-2009**

- Jessica distributed timeline for EGSS Council transition (see last page of meeting minutes). This document is meant to help us plan for the next few months, but also will serve as a guide for the future Executive Council. The EGSS has not had very good documentation in the past and it is important that there are clear guidelines for when things need to be done – particularly in terms of submitting documentation to PGSS, referenda, constitutional changes, elections.
- Reviewed timeline. The upcoming tasks will involve recruitment for 2008-2009 executive officers. At the next Executive meeting, we will approve the financial statement for the current year and any documentation that will be presented at the General Assembly (motion to amend constitution will be discussed today under item #7). At the GA, we will approve financial statement, constitutional changes, and also introduce candidates for executive positions.
- Reminder that year-end reports are due from executive officers by **May 15th** of each year. There is no template for this report. It should outline what your role was on the EGSS Executive, accomplishments for the year, things that “worked well,” and considerations for upcoming years. Remember that this is meant to guide the future person in your position – it should be as detailed as possible.
- It is time to begin recruitment for executive officers positions. Jessica will distribute recruitment package (description of EGSS/Executive and nomination form) on the listserv within the next week. We will also plan to visit several graduate classes in DISE and ECP this week and next (before the end of term) to personally distribute these forms. Schedule to be prepared with class information

and sent via e-mail. Please try to sign-up to do a couple of class visits – copies of the recruitment forms will be in Jessica's office (B114) and can be picked up before you visit a class.

6. **Referendum results**

- Referendum to renew the mandate for fee collection was held between Wednesday, March 26th and Sunday, March 31st. At the time of closing the online voting system (OVS), we only had 46 votes – just over 6% quorum. The PGSS Chief Returning Officer was very helpful in extending our voting until Monday at 11:00am. Through chain e-mails, we were able to secure enough votes for the referendum to be considered valid.
- Quorum was achieved with 97 students taking part in the referendum – 92 via the online voting system (OVS) and an additional 5 students who submitted their response via e-mail due to difficulties logging onto the OVS. The distribution of votes included 84 agree, 8 disagree, and 5 who stated no opinion. A majority (50 + 1%) is deemed sufficient to carry the referendum and thus, the motion to renew the mandatory fee collection of \$10 per term has been renewed for 2008 to 2011.

7. **Constitutional amendment**

- Following the near-failure of our referendum and a discussion with PGSS (in which we learned that quorum for PGSS referenda is only 5%), Jessica drafted a motion to amend the EGSS constitution to require a minimum of only 5% of regular members to vote in order to achieve quorum.
- Document presenting the background, rationale, and proposed changes to the EGSS constitution was distributed (see copy included at the end of meeting minutes). In order to officially approve constitutional amendment, this motion would need to be approved by EGSS Executive Council and then by the constituents at the next General Assembly.
- Motion to approve proposed changes to EGSS constitution; moved by Sandra and seconded by Frances. Motion approved.

8. **General Assembly**

- Discussed date for annual General Assembly – always held in the spring. The agenda will include the approvals of the financial report from 2007-2008, constitutional amendments, and proposal for EGSS Grants Program (see item #10). We will also have meet-the-candidates session for the upcoming election.
- Date tentatively set as Tuesday, May 6th from 11:30-12:30, Room 233. Jessica to send e-mail to all executive to confirm date (will also schedule date for next Executive Council meeting, which needs to take place prior to the GA).
- Voting would take place immediately following the GA, from May 7 to 13. We are hoping that PGSS will allow us to use the OVS again for our election process.
- We always have yummy treats and coffee! ☺

9. **EGSS Fellowships**

- Award guidelines and application form have been distributed via the listserv. Jessica will re-distribute three weeks prior to deadline of Friday, May 2nd.
- Kerri, Tomoya, and Jessica will serve as the EGSS representatives on the selection committee. Bob Bracewell (and/or another member from the Research and Graduate Students Committee) will also review the files. Both groups will

meet separately to review files and generate a short list, then we will meet for final decisions.

10. **Funding program**

- Dana presented proposal from Carmen Lavoie (a graduate student in Sociology) who coordinated the Community-University Research Partnerships event that was held at the beginning of March. This event had participation and interest from faculty/students in Education. It was discussed and agreed that the EGSS would provide \$113.78 to retroactively cover costs of this event. Dana mentioned that the group has said that they will acknowledge the support of the EGSS in all future discussions or documentation about this event.
- Motion to approve funding of Community-University Research Partnership event was moved by Dana and seconded by Sandra. Motion approved. Jessica will get in touch with Carmen via Dana to organize reimbursement of costs for this event.
- It was discussed that this event, in addition to the Graduate Group for Feminist Scholarship event that was funded in October, should act as springboards for developing an EGSS Grants Program. There is obviously a need for small funding opportunities for student-led initiatives. Guidelines for the PGSS Grants Program were distributed. Some points that arose from this discussion: this would not be advertised as “we have extra money” (as that is not really the case), but rather the EGSS has recognized this need and prioritized for such funds to be available in our annual budget; need guidelines for receipts to be submitted after event; maximum allocation of \$200 per event; need to decide on maximum amount (e.g., \$2000 annually); rolling application; applications to be reviewed and approved at EGSS Executive meetings; academic events (cannot be purely social as funds are already allocated for this through the VP Student Life budget); events should be open to all students in the faculty; must be a student initiative; we would allow for expenses related to food and beverages.
- Dana, Sandra, and Jessica will develop guidelines for the EGSS Grants Program. Draft will be discussed at the next Executive Council meeting (first week of May) and then presented for approval at the General Assembly.

11. **Meeting adjourned.**

TIMELINE FOR EGSS COUNCIL TRANSITION

March	<ul style="list-style-type: none">■ Conference evaluations■ Begin to plan for EGSS Executive recruitment■ Referendum related to fee collection<ul style="list-style-type: none">● renew fee collection mandate (2008-2011)● any other changes – increase fees
April	<ul style="list-style-type: none">■ Executive Council meeting<ul style="list-style-type: none">● date for General Assembly (GA)● approve any necessary constitutional amendments■ Constitution to be re-submitted to PGSS following any changes■ Recruiting and advertising for GA

May	<ul style="list-style-type: none">■ Executive Council meeting<ul style="list-style-type: none">● approve financial statement (summary current year's revenue/expenses)■ Announcements for GA and document for any constitutional changes must be distributed to student body at least one week prior to date of meeting■ General Assembly<ul style="list-style-type: none">● approve financial statement (including conference budget)● approve constitution changes● meet-the-candidates■ Elections (Chief Returning Officer)■ May 15th – submission of year-end reports from executive officers
June/July	
August	<ul style="list-style-type: none">■ Update EGSS Handbook<ul style="list-style-type: none">● welcome messages and photos from all executive officers● arrange for printing■ Contact all Program Directors/Coordinators<ul style="list-style-type: none">● inquire about dates for incoming student orientation sessions● 10-15 minutes to introduce EGSS/distribute handbooks● Create schedule for executive officers to visit orientations■ Recruiting for remaining EGSS Executive positions

September	<ul style="list-style-type: none">■ General Assembly<ul style="list-style-type: none">● by-elections for open positions on EGSS Executive● approve financial documents (proposed budget)■ September 1st – submit PGSS documentation<ul style="list-style-type: none">● approved financial statement from previous year● approved proposed budget for the current year● list of EGSS Executive Council – position, name, e-mail contact
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Motion to amend the EGSS Constitution

Background: The constitution of the Education Graduate Student Society (EGSS) of McGill University was established in 2001. This document outlines the procedures for formation of the EGSS Executive Council and the regulations that govern this body.

At the present time, the EGSS must hold a referendum at least every three years to review the mandate for fee collection. Other referenda may be initiated by a resolution of the EGSS Executive Committee and/or by a petition signed by at least five percent of the members of EGSS McGill. As stipulated in Article XI of the constitution, a referendum shall only be considered valid if a minimum of ten percent (10%) of eligible voters take part in the referendum.

Rationale: It is proposed that Article 11d of the EGSS constitution be revised to require a minimum of five percent (5%) of regular members vote in order to achieve quorum. Due to continuous difficulties in achieving the currently required 10%, this is deemed more realistic. Furthermore, this response rate is consistent with the Post-Graduate Student Society (PGSS) as per Bylaw 8.13.4 in the PGSS constitution which states “the results of a question put to referendum shall be invalid if less than five percent (5%) of regular members vote.”

Proposal: To implement the above item, the following change to the constitution is proposed: (addition underlined; deletion crossed out)

ARTICLE XI – REFERENDA

- 11a) A referendum may be initiated by:
 - i. A resolution of the EGSS McGill Executive Committee;
 - ii. A petition signed by at least five percent (5%) of the members of EGSS McGill.
- 11b) The Vice-President Academic shall be responsible for conducting the referendum.
- 11c) Notice of the referendum question, voting location, and voting hours must be posted no less than six (6) school days before the voting take place.
- 11d) ~~A referendum shall be considered valid if a minimum of ten percent (10%) of eligible voters (as defined in Article 10w) vote.~~ The results of a question put to referendum shall be considered invalid if less than five percent (5%) of regular members (as defined in Article 10w) vote.
- 11e) A simple majority (50+1%) of voters shall be deemed sufficient to carry the referendum, unless a higher majority is called for in the motion calling the referendum.
- 11f) A referendum shall be held every three (3) years to review the mandate for fee collection.
- 11g) The result of a referendum is binding and takes precedence over the decisions of the Executive Committee.