Psychology Graduate Student Council
Meeting Minutes
March 4, 2020

Opening: 3:08pm, COR A228, opened by Liz Williams

Present: Liz, Chrissy, Lauren, Alex, Helia, Connor, Ryan, Breanna

Agenda
1. Approval of the minutes from last meeting
2. Updates from all the reps
3. Discussing our new website
4. PGSC Role descriptions
5. Updates from our meeting with the GEC
6. Discussing funding options for students through GSS or elsewhere
7. Planning for elections in April
8. Brief tutorial on Robert's Rules by Connor

1. **Approval of Minutes**
   a. Motion: to approve minutes
      i. Moved: Breanna
      ii. Second: Lauren
      iii. Outcome: Carried

2. **Updates from Student Reps**
   a. Lauren: see below for update on meeting with PSYC GEC
   b. Connor: Semi annual general meeting for GSS coming up March 24th, time tbd (probably around 5pm at Grad House)
   i. Vote ahead of time (online at GSS elections) and attend, must have minimum number of graduate students present to ratify
   ii. GSS GEC - has one role yet to be filled on Student Affairs Committee (TA rate pay for one year)
   c. Breanna: Union updates
   . New collective agreement proposed and passed (?)
      1. Included 2% pay increase
      2. New fund for emergency expense reimbursement (90k for students to apply for in $250 or $500 installments)
      3. Language in agreement that allows us to push for space for ourselves and materials (for those without offices)-- in agreement that if space becomes challenging we can communicate with department around this matter
      4. More policy around prep time for courses

3. **Website (Liz)**
   a. ACTION: PGSC Members to send Liz email if not able to access website
   b. ACTION: Helia to be social media support person

i.to add to website
1. Picture of group
2. Events page
3. Contact Page
c.   ACTION: Chrissy to create gmail account for PGSC, access will be given to events, treasurer, & president(s)

4.   PGSC role descriptions (Breanna)
a.   Motion: to table till next meeting
i.Moved: Breanna
ii.Seconded: Elizabeth
iii.Outcome: Carried
b.   ACTION: Bre to draft roles and descriptions. Will consult with members in each position and draft document to be reviewed and (semi) formalized next meeting.

5.   Updates from GEC mtg. regarding PGSC feedback about departmental review (Lauren & Liz)
a.   Diversity
i.GEC offered eliminating GRE as means of addressing lack of diversity in student body
ii.Would like our opinion on what to replace GRE with
iii.ACTION: What kind of diversity are we looking for? What does diversity mean to us? What kinds of suggestions do we have for moving forward in the department?
b.   Lack of transparency
.ACTION: Discuss with department how May graduate awards are allocated
i.Application process for PSYC awards
1. Issue that CV format only allows contributions from last five years
2. Addressing this would require two different CV formats for May graduate awards vs. Donor awards.
3. ACTION: Are we ok with the two award CVs being different (Department vs Donor)?
ii.Advance notice about hour allotment for TAships
1. Under collective bargaining agreement they are allowed to change hours after signing contract
iii.TA assignments
1. ACTIONS:
a.   Consider proposing formalized system for providing feedback about TAships that informs subsequent TA contracts and hour allotments
b.   Positions do not say what roles actually are
c.   Post syllabi before TAships are posted
d.   PSYC department will send outline of how they allocate TAships and Sessional Positions
c.   Credit/Compensation for Student Supervision
.PSYC 605 - Course in Teaching in Psychology
1. Would require supervisor to take this on
2. Honours coordinator can put our names on honours thesis

       3. Put on open access repository, which then comes up on google scholar
    d. <u>Celebrate Awards</u>
.Agreed that there should be an event to celebrate student accomplishments
    e. <u>Concerns about siloing</u>
.Rebuttal from GEC was encouraging GS to attend seminars (e.g., CABS)
    f. <u>Publications and decisions about how/when to put students on publications</u>
    g. <u>Requests for John's replacement position</u>
.Not sure who is going to be hired or what the position is going to look like, faculty encouraged to submit proposals of 'who' they would like to be hired.
i.Ulrich discouraged us from sending in our own proposal but encouraged putting together a description of what we want in a hire to share with department
ii.<mark>ACTION</mark>: put together a description of what we are interested in for a new hire for next departmental meeting
        1. <mark>ACTION</mark>: Lauren (?) to create survey for grad student interests - create google document for Friday and then send out to everyone by **Monday**
    h. <u>Feedback on PSYC Department Handbook</u>
.Mauricio and John updating and changing PSYC department handbook
i.<mark>ACTION</mark>: Alex to ask for PGSC to review and update handbook

6. Funding options GSS (Tom, Connor, Liz)
    a. Every department can get 300 dollars from GSS
i.Apply in April (1st) for fiscal year
ii.Have to declare what event(s) it will be used for
iii.<mark>ACTION</mark>: Investigate whether necessary to set up an account for receiving funding (potentially through GSS?)
iv.<mark>ACTION</mark>: Decide what funding would be used for (e.g., orientation activities)
      b. Lauren - Deans conference funding has options ($1200 to apply for)
    c. Department potential to add 'top up' funding

7. Planning for April Elections
    a. Next meeting in early April to plan election and accept nominations
    b. May election
    c. Online applications everyone has description on website about why they want position
    d. <mark>Motion: Move election to May</mark>
i.Moved: Lauren
ii.Seconded: Breanna
iii.Outcome: Carried

8. Brief Tutorial on Robert's Rules (Connor)
      d. <mark>ACTION</mark>: Decide on quorum, decide who gets a vote
    e. Request: create cheat sheet of four or five most important rules
    f. <mark>Motion: keep PGSC less formal i.e., do not rely on robert's rules</mark>
i.Moved: Liz

ii.Motion for postponement: Connor
                                    1. Seconded: Lauren
                                    2. Outcome: Carried

Additions to the Agenda:

    1. <mark>ACTION:</mark> Breanna to contact Doug, Karen, Ulrich for listserv request.
    2. <mark>ACTION:</mark> Social event for this term?

Adjournment: 4:37pm, adjourned by Liz Williams

Minutes submitted by: Alex Fisher

ROBERT'S RULES NOTES:

Efficient use of time, gives chair power on how meeting is conducted, limits debate to substantive issues
                g. Basics of meeting
i.Chari decides who speaks and wehn and member is recognized by chair to speak
ii.Time limits may be adopted at chairs discretion
iii.Members address chair when speaking
    h.   Quorum
.Decide quorum. E.g., at least half of voted members must be present to reach quorum (subject to our decision)
i.Lose quorum, meeting is over
    i.   Motion
.Any member of council can submit a motion
i.2/3rds approval
ii.Can be submitted 10 days notice
iii.Mover can also withdraw
iv.Amendment has specific solution (yes, but or yes, and)
v.Be it resolved, are operative clauses (if this passes this is what the rule is)
vi.Every motion must have a mover and a seconder
vii.Ask for amendments before approved
viii.Whereas is like an amendment
    j.   Points of Debate
.Speak about merits of the motion (not open to debate) this gets seconded then open to debate
i.Must be relevant to motion being discussed
    k.   Points of order
.If not relevant to debate, might be if rights are being tread upon, you say 'point of order' and state what your issue is

l.   Point of information
   .If missed part of meeting or something, you can say this to ask for explanation
   m.   Point of personal privilege
   .If feel being challenging unfairly (if feeling personally attacked)
   n.   Amendments
   .Move the same way as motions
 i.Simple majority (but up for us to decide)
 ii.Must relate to subject matter or motion being amended
iii.Always made before motion passes
   o.   Shortcut practices
   .Omnibus motions: can pass two similar things at once
   p.   Motion for postponement
   .Make sure this is talked about at next meeting
   q.   Reconsider motion
   .If new information for old motion
 i.Reopens discussion
   r.   Voting
   .For or against, or abstain from voting (recognize that you are neither for or against)
 i.Chair can vote if tie
   s.   Objection to consideration