

PGSC Meeting

October 6, 2020
3:00pm PDT
Zoom

Attendees

Liz Williams (Co-Pres.; TAC)
Chrissy Robillard (Co-Pres.)
Helia Sehatpour (Sec./Treas.)
Lauren Matheson (Social)
Breanna McCreary (Social;UnionRep)

Eric Mah (CaBS, SP, INDV)
Sybil Goulet-Stock (Lifespan)
Julie Prud'homme (GEC)
Debra Torok (Ombuds)
Yaewon Kim (CPA)
Tom Ferguson (GSS)
Andrew Switzer
Morgan Schaeffer

Absent

Cindy Quan (Clinical)

Call to Order:

Called by Liz at 3:00pm PDT

Approval of Minutes September 8th, 2020:

Minutes approved as read (13 votes)

Motion to refer to each individual's role rather than name in minutes (Breanna) – Approved Unanimously

Minutes

Member Updates

Treasurer

- None

Social Events and Student Engagement Coordinators

- Zoom work-space announced- On Mondays 9-11:30 (structured) and Friday 1-3:30 (unstructured)
- Halloween Werewolf announced – Register by Tuesday Oct 13th. Starts on Oct. 17th.
- Planning a trivia event in November
- Orientation events were successful.

Clinical Representative

- None

CaBS, SP, INDV Representative

- The representative attended the departmental meeting discussing the budget proposal. The department plans on hiring two faculty members for CaBS, one member for Social, and one member for the Clinical stream. They discussed hiring a lab instructor to cover and manage all labs for PSYC201 and 300 a & b. They discussed whether they should hire this person or open the role to TA's. (Refer to notes at the end of the document for more discussions).

Lifespan Representative

- Also attended the department meeting.

GEC Representative

- The advisor notified the GEC rep that none of the items on their agenda required them to meet. The faculty meets later this month to rate tri-council applications.
- There have been no updates on the first-year orientation plan. There has been no response to the email about the orientation presentation. PGSC believes that having this presentation is important.
- **Action item:** The GEC rep can send a reminder to the advisor and state that we want to be there for the presentation and to let the PGSC know about the department's plans for the orientation.

Ombuddy/Liaison

- Refer to agenda item 1 "Update on Ombuddy Role"

GSS Representative

- The GSS is looking for a new executive director and the GSS is in a transition period. No orientation events were organized. There are no more updates at the moment.

CUPE 4163 Representative

- None

TAC

- None

CPA Representative

- The rep has met with the undergrad student CPA rep and are waiting to get in touch with the faculty CPA rep.

Co-Presidents

- None

Agenda Item	1. Update on Ombuddy role	Presenter:	Debra Torok
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Discussion

- Previously, it was unclear where to contact the Ombuddy. Therefore, we created two forms on the PGSC website: (1) a contact form and (2) an anonymous feedback form. All of the information collected from the forms will be forwarded to the Ombuddy Gmail account.

- The Ombuddy pages include a disclaimer that these forms are not meant for crisis-support and include a phone number of a crisis support line.
- We can add another disclaimer stating that if a form submission is crisis-related, the Ombuddy would report the situation (but not who the person is) to a faculty member.
- We can also provide more specific resources on the website by adding a new resource page.
- We should be clear about what kind of support the Ombuddy can help with so that the students can use it properly. (Helia's idea: add a few examples on the kind of issues the Ombuddy can help with on the Ombuddy page.)

Motion(s):

None

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none"> • Send an announcement to the PsycGrad list-serve to notify them about the updates on the website. 	Debra	Next meeting
<ul style="list-style-type: none"> • Send crisis support resources to Helia 	Debra	Next meeting
<ul style="list-style-type: none"> • Helia to create resource page and update contact forms 	Helia	Next meeting

Agenda Item 2. Covid-19 office space **Presenter:** Chrissy Robillard

Discussion

- There has been some confusion about using office spaces in Cornett. The chair has sent a finalized safe work plan to everyone on the list serve. This includes information on how many people can be in their offices.
- We can potentially add this document and other resources about the building rules and more on the PGSC website to make the more accessible. The university has made a COVID-19 Info page for grad students. We can include this in our resource page.

Motion(s):

None

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none"> • Research and create a COVID-19 resource page 	Helia	Next meeting
<ul style="list-style-type: none"> • Share resources on COVID-19 	everyone	Ongoing
<ul style="list-style-type: none"> • Check-in with Ulrich to clarify some points 	Chrissy	Next meeting

Agenda Item 3. Grad student support and opportunities during the pandemic **Presenter:** Chrissy Robillard

Discussion

Some students' research was severely disrupted and UVic and the department have not accommodated them. How can we support these students?

- We had a request from the Dr. Lindsay at the department's diversity committee meeting to see the results of our survey.
- The PGSC is also considering sending a survey to ask everyone about whether they have been delayed, or have a meeting with faculty members about this issue. The ombuddy can ask students who have been delayed to reach out to her. Students might be going to their supervisors and handling this issue may not be centralized.
- One of the considerations of funding allocation to the department is the number of students who are graduating on time and are on track in their programs. If students are not graduating on time, the department should ask the university whether they will receive the same funding structure for students who have been delayed due to no fault of their own.

Motion(s):

None

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none">• Let the diversity committee know to refer to our September meeting minutes for the survey results	Breanna	Next meeting
<ul style="list-style-type: none">• Email students and ask those who have been delayed to reach out to the Ombuddy. Review policy on how to handle these issues.	Debra	Next meeting
<ul style="list-style-type: none">• Create a COVID-19 Research resource page	Sybil & Helia	Next meeting
<ul style="list-style-type: none">• Propose an agenda item on this issue for the next departmental meeting	Program Reps & GEC Rep	Next department meeting

Agenda Item 4. Ongoing goals and priorities of the PGSC **Presenter:** Lauren Matheson

Discussion

Lauren has developed two documents for the PGSC: (1) Current projects, and (2) Long-term goals:

1. Current projects: We will no longer be using this document. We will use the minutes to keep updated on the development of our current projects
2. Long term goals: We received some feedback from students about our goals and priorities. We should keep track of our progress on the items on this list, by updating the

document as needed and reviewing it yearly to reflect on what we have accomplished and what is left to work on. This can be included in our annual report before the PGSC election. A simple table can be used to clearly outline our progress.

- We discussed creating a newsletter. The aims for the newsletter are to: (1) create a sense of community, (2) keep up to date with what other students and labs are doing, and (3) to acknowledge students' accomplishments. This newsletter will take a lot of work. It is also one item on the list of initiatives we can work on.
- Once we finalize the long-term goals document, we can post it on the website and ask students for feedback. We can ask students to rank what is important to them on this list and tackle a few of the top-rated items.

Motion(s):

None

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none"> • Create a sample table for the annual report to keep track of our progress on our long-term goals 	Liz	Next meeting
<ul style="list-style-type: none"> • Add this item again in the next meeting 	Chrissy/Liz	Next meeting invite

Notes and Recognitions

PGSC updates for the department: A few faculty members at the diversity meeting asked what we do and who we are. Dr. Harris asked if we can have semesterly updates at the department meetings. At the moment, the co-presidents have standing invites from the grad advisor. Based on our constitution, we need to provide one update about PGSC each year. In December, we can have our update and discuss how the grad students are coping with the current circumstances and what the department needs to be aware of.

Discussion about hiring TAs at the department meeting: The faculty members discussed difficulties in hiring TA's for certain classes. This conversation was in parallel to bad reviews that sessional instructors were receiving. They also spoke about going outside of the department and UVic to hire TAs. The conversation seemed to reflect poorly on grad students and the attending student representatives were not called to engage.

The PGSC believes that talking about TA's must include a grad student perspective as they are the ones fulfilling these roles and can help in providing solutions. Grad students must not be excluded from this conversation. The grad students are interested in these positions and there are issues with TA assignments and hiring that need to be addressed.

More conversation about this issue is needed. Especially given that parts of our programs are under/un-funded and students could benefit from paid positions. Many students also want more TA hours.

Adjournment:

Meeting adjourned by Liz at 4:00pm PDT

Helia Sehatpour

Secretary & Treasurer