

PGSC Meeting

June 15, 2021
11:30-12:30
Zoom

Attendees

Absent

Breanna McCreary (Co-Pres.; CUPE Steward)
Lauren Qualls (Co-Pres.)
Alejandra Contreras (Sec./Treas.)
Erin Light (Events & Engagement)
Erin Lowey (Events & Engagement)
Chrissy Robillard (Clinical Rep.)
Liz Williams (Acting CaBS, SP, INDV Rep.)
Brooke Lagore (Lifespan Rep.)
Julie Prud'homme (GEC Rep.)
Elysia Desgrosseilliers (Ombuddy)
Maddie Gregory (CPA Rep.)
Tom Ferguson (GSS Rep.)
Eric Mah

Call to Order:

Called by Breanna at 11:33am

Approval of Minutes May 20, 2021:

Minutes approved as read

Minutes

Member Updates

Treasurer

- No updates

Social Events and Student Engagement Coordinators

- Student buddies request will go out soon

Clinical Representative

- No updates

CaBS, SP, INDV Representative

- Chair looked over the instructor-TA survey report, has approved for us to share it with graduate students once we finalize the report
- The Department meetings will likely be hybrid in the future
- There will be some flexibility for PGSC Reps who are not in Victoria to attend hybrid meetings.
- Department is expecting undergrad classes will be fully in-person in the fall.

Lifespan Representative

- Department meeting will be next week
- There will be no further Department meetings during the summer (next one is scheduled in September)

GEC Representative

- Coordinating with the GSS to advocate for more funding for graduate students
- GEC will likely not meet until September
- Will reach out to the new Grad Advisor to continue discussion surrounding the graduate student entrance awards

Ombuddy

- No updates

GSS Representative

- Grad Advisor had indicated that graduate entrance awards will be cut from 12 to 8 next year
- Disconnect between different sources of information; follow-up is ongoing; GSS exec. is aware and involved.
- Will continue to follow up in perusing more grants and get more information about the cuts
- Possibility to work with the Student Affairs Committee to advocate for more funding
- Funding on the UVic website is unclear, and GSS will try to get access to more detailed information.

CUPE 4163 Representative

- No updates

TAC

- *not yet hired*

CPA Representative

- Will connect with CPA faculty members

Co-Presidents

Agenda Item	Ice Breaker	Presenter:	Lauren & Breanna
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Discussion

Introductions of PGSC members

Agenda Item	Overview of Meeting Protocols	Presenter:	Lauren & Breanna
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Discussion

Behind the scenes timeline for the meetings

- 1- 2 weeks before – in Microsoft Teams, Secretary will ask for proposed items for the upcoming meeting’s agenda and will open a thread on the Council Meetings channel.
- 2- PGSC members will have 1 week to reply on the **Council Meetings agenda thread** and propose agenda items

- 3- After that week is over the Secretary will collect proposed items, review agenda with Co-Presidents and send agenda to all psychology students via PsycGrads listserv

Every meeting

- 1- Call to order (noted by Secretary)
- 2- Approval of minutes
- 3- Member updates
- 4- Meeting adjourned (noted by Secretary)

Varies monthly

1- Agenda items

- Difference between agenda item and member update.

It is an agenda item if:

- Want to have discussion about the item with the team
- Want to give advance notice of the topic for discussion
- Will likely take more than 2 mins
- When in doubt include it on the agenda item thread on Teams

2- Voting

- Vote at each meeting to approve the previous meeting's minutes (at the beginning)
- Vote on decisions that affect the whole group
- How does it work:
 - Someone puts forward the motion (not Co-Presidents ideally)
 - Another person seconds the motion
 - Motion goes to a vote
 - All students present at the meeting can vote (not just PGSC members)
 - Everyone can vote only once
 - Simple majority (50%+ 1) for most voting; Constitutional amendments require 2/3rds majority (PGSC Constitution Section 6.05)
 - Secretary will count votes and record them

Agenda Item	Confirming Summer PGSC Meetings	Presenter:	Lauren & Breanna
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Discussion

Previous dates/times did not work for all PGSC members; Co-President proposed new dates to meet for remaining summer meetings (one week sooner than previously scheduled)

Motion:

Motion to move meetings up one week

Seconded

Motion passed

Erin Lowey

Breanna McCreary

11-2

Summer meetings will be held on:

- ✓ Tuesday, July 13 at 11:30 am
- ✓ Tuesday, August 10 at 11:30 am

Agenda Item	Council Structure	Presenter: Lauren & Breanna
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Discussion

Co-Presidents have divided their duties to streamline internal PGSC communication and tasks. Each will oversee half of the Council, so each PGSC member knows who to reach out to for support/questions, etc.

Presentation of an organigram (will also be available on Teams for reference):

Summary of the organigram:

Lauren - Responsible for the internal oriented aspects of the PGSC; She will be in charge of the website.

Under her supervision will be:

- ✓ The Secretary/Treasurer
- ✓ The Clinical Rep
- ✓ The Lifespan Rep
- ✓ The CaBS/SP/INDV. Rep
- ✓ The Ombuddy
- ✓ The SCCT Reps

Breanna – Responsible for the external oriented aspects of the PGSC; She will be in charge of the PGSC email.

Under her supervision will be:

- ✓ The Events Coordinators
- ✓ The GEC Rep
- ✓ The GSS Rep
- ✓ The CPA Rep
- ✓ The CUPE Rep
- ✓ The TAC

Working group channels in teams

- A. Community report
- B. Funding
- C. Events & Student Engagement
- D. TA /Sessional Issues
- E. Equity diversity inclusion decolonization
- F. PGSC Continuity

Goals of the group channels:

- Try to put structures in place to make communication more efficient
- Support: Channel members can start in the small team channels first
- Every person can be empowered through the small working group networks

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none">• Add members to Teams	Breanna	June 16
<ul style="list-style-type: none">• Create working groups channels	Breanna & Lauren	As soon as possible

Agenda Item	Using Microsoft Teams	Presenter:	Lauren & Breanna
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Discussion

In order to have more time for the discussion of the report, the council agreed to review the “using Microsoft Teams” presentation on their own. The presentation will be emailed to the PGSC members to reference before they are added to the Teams account.

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none">• Email Teams info to PGSC members	Breanna	June 16

Agenda Item	Reading of 2020 PGSC Community Report	Presenter:	Council
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Discussion

Community Report was created in consultation with graduate students and includes results from TA focus groups as well as information about TA Appointment processes in other departments (compiled by the TAC). Half of all the graduate students in Psychology participated in the Community Check In survey. The report covers impacts of COVID on research, satisfaction in the Department, student well-being, and TA experiences. The report concludes with a series of recommendations to the Department. Overall there are nine identified themes in the recommendations:

- 1- Support students experiencing research and program delays due to COVID-19 disruptions
- 2- Reducing isolation of graduate students in the department by increasing contact and collaboration across different program streams
- 3- Promoting students’ and supervisors’ knowledge of degree requirements and relevant UVic, FGS and Departmental Policies
- 4- Supporting graduate students with supervision-related concerns
- 5- Promoting and supporting graduate student well-being
- 6- Increasing graduate student funding
- 7- Improving the TA application process

- 8- Supporting productive and positive working relationships between instructors and TAs
- 9- Supporting equity, diversity, inclusion, and decolonization

The report is intended to be a starting point to inform initiatives in the years to come. The Community Check-In Survey will be repeated annually, and the goal is to produce a brief report on the results of the survey each year. Departmental Reps will spearhead this project each year. The report gives us evidence to speak to in our various committees and meetings, and we want it to empower current and future PGSC members and all graduate students in Psychology to advocate for issues important to them. The report will be distributed to all graduate students later today.

Action Item(s)	Member Responsible	Deadline
<ul style="list-style-type: none"> • Distribute Community Report via PsycGrads 	Eric Mah	June 15

Discussion/comments about the Report

- Q: Are we recommending which themes to address first?
A: Recommendations are specific to different roles, and different committees; COVID will come first chronologically. PGSC members can push for recommendations they feel strongly about in their respective roles. We know that not all recommendations will be feasible to accomplish in the next 1-3 years but there’s at least one recommendation in each section that could be worked on right away.
- Comment: Next steps on some of the recommendations can be discussed further in the working groups and channels on Teams
- Comment: Talk on improving TAs in the department is already underway; for example, the Department has asked instructors for more feedback on TA roles and hours
- Comment: liked the idea of an online application system for the TA positions.

Notes and Recognitions

Special recognition to everyone who worked on the Community Report and to all the students who participated in the surveys and focus groups. Thank you!

Adjournment:

Meeting adjourned by Breanna at 12:35pm

Alejandra Contreras

Secretary & Treasurer *(or proxy note-taker)*

