



GRADUATE STUDENT ADVISORY COUNCIL  
MINUTES

Wednesday, September 22, 2021  
2:00 pm – 4:00 pm / ZOOM

Meeting commenced at 2:00pm

**1. Chair's Remarks**

A brief overview of the purpose of GSAC was given. Each faculty should have a say within the college. If there are problems or concerns, they can be looked into and solved. Remember, you are representing your entire faculty. Students can come to you about issues and then in turn, you can bring these issues up in these meetings. The general format of these meetings is that we provide an update and you, as a group, share items that we will either discuss briefly or in detail.

**Introductions:** Sophia Hong Yang Tao – IGS, Camille Rousseau – Faculty of Education, Amanda Shatzko - Senate representative (IGS), Kara Crampton – Community Facilitator - Faculty of Health and Exercise Sciences. Madison Huggins – Nursing - Faculty of Health & Social Development, Kaela Cranston – Health & Exercise Science, Helena Nunes – Faculty of Science, Shambhavi Singh – Faculty of Science, Lucia Woolgar – Faculty of Health & Social Development, Kirthana Ganesh – Student Representative: UBSUO, Johanna Elizabeth Manrique Hernandez - LGBTQ community representative, Riley Petillion – Faculty of Science, Karin Wiebe - School of Education, Felix Amoh-Shaw – IGS, Deanna Roberts - Director of CoGS, Kerry Rempel – Faculty of Management, Paul Shipley – Associate Dean, College of Graduate Studies.

**Update & welcome back:** There are still a few vacant graduate representative spots that are not filled yet but hope to by next meeting. Defenses and examinations have been remote for 18 months. This was an emergency measure not passed by Senate. The current restrictions allow in-person defenses and examinations with the standard health measures observed. This means that remote defenses are still fine, or you can choose the in-person defenses with the restriction that only two can attend virtually. Graduate Council is working on a new formal policy that will merge the two policies a bit more logically. There were some minor changes in the guidelines for remote defenses: changes were on how to zoom (this has since been removed) and a rule where the defender had to do a “sweep of the room” with their webcam, which has also been removed.

The existing non-credit credentials are doing well (Cultural and Social Awareness and Career and Professional Development). A new non-credit credential in Research, Writing, and Publishing will be offered at the end of September in partnership with the Centre for Scholarly Communication.

Health Sciences is undergoing an external review. They are looking for people in health sciences. It could be students you encourage. If you are willing, please reach out to Paul Shipley ([paul.shipley@ubc.ca](mailto:paul.shipley@ubc.ca)) and we will ensure that nominations get to the right place. FHSD has a stellar reputation for taking feedback and changing some aspects of the program. Your voices are heard.



COMS 311 and the collegium spaces are back to being open and available and you can apply for SALTO access. Unfortunately, there is a staff shortage in the office responsible for processing SALTO access. The current turnaround time is into the weeks instead of days. Please be patient. A temporary solution is that we are propping open the doors to allow you access. We have not worked out the access details for the collegium space yet.

- 2. Meet the Graduate Community Facilitators:** Kara Crampton - Health and Exercise Sciences, Yukie Ueda - Social Work, Hammad Ahmad – Engineering.

The purpose of community facilitators is to bring graduate students together to create community. In the past, there have only been two student facilitators but now we have three. They look at aspects of health and wellness and work with students to bring in health and wellness programming on campus. Currently have been doing hikes and have talked to recreation to run yoga classes in October. If successful, it will continue and students can join for free. We are trying to run a few more events with partners on campus to promote health and wellness. Yukie's focus will be on creating social events for grad students and we are doing outdoor activities and having positive feedback. We have a graduate position open now. ASC 464 hours: Monday & Thursday from 11:00-2:00pm. Please knock on the door for access. Putting up survey for student engagement and what activities students want. Hoping to accommodate those needs. Hammad's focus will be to introduce physical activities among students and enhancing engagement.

- 3. Terms of Reference update regarding Indigenous Representative (attached)**

What was previously known as Aboriginal Services is now being called Indigenous Services.

- 4. Issues with Uploading Theses/Dissertations (K. Wiebe)**

The School of Education had MA students who finished defending have had issues when uploading to Circle. They received an extensive email about the challenges students faced (under the preparation page). It is not accurate with what Circle needs. If you follow the UBC thesis and dissertation pages, you will lose a lot of time and will have to re-do it. CoGS Director discussed possible solutions. The page is hosted by CoGS and the Library. Karin Wiebe will share an overview of the student's email (ensuring student permission to share). The Director will discuss with Karin via email. The Director will also speak with the CoGS Communications & Engagement Manager about adjusting these issues. One member shared that the graduate webpage templates for Ph.D. and Masters are useful but if a mistake is made, the boxes are undeletable and cannot be undone.

There is a new Indigenous Advisor- Stephanie Trenholm, who looks after application and graduation information as well as assisting students for the duration of their entire academic life cycle.

- 5. Other Business**

The Student Senator representative gave an update: Over the summer there were no meetings. PhD students now are guaranteed a minimum total funding package totaling a minimum of \$20,000/yr. for four years. This is a sum of awards, teaching assistantships, and research assistantships.



This is available for PhD students only at this time. Masters is much more complex. This is effective for all PhD students (continuing and new) starting in September 2021.

This funding will increase to \$23,000 over a few years. Felix had a question – \$20,000 combo of GTA/GRA and awards. Common way to add up is first year PhD \$5,000 for GDES, \$13,000 for 2 terms of TA and about \$3,000 for a research assistantship but can be made up of combination of things. The IDPT (International Doctoral Partial Tuition) award cannot be counted towards this total.

There was a discussion regarding funding eligibility and how to speak with your supervisor to determine what else you may be eligible for. Funding discussions need to take place annually. Some suggestions on what specifically to discuss with supervisor would be, “what does the package look like?” or providing the website which has accurate information. The Associate Dean, Paul Shipley, would be happy to speak with you prior to having this discussion with your supervisor. There is a concern that the majority of students and supervisors will not know what funding is available. Faculty of Management student representative will have a meeting with the Associate Dean to discuss.

FHSD shared that there is no funding available to do theses as most do course based studies. The College does not pay research expenses (we pay students in the sense of awards). For research activities, speak with the Office of Research Services.

School of Nursing representative: question about funds for this year (i.e. doing a TA shift – how will that work with a funding package?).

A question about email capacity was brought up and is there a way to increase it. CoGS will look into this and put in an IT service ticket.

There is a concern about no office space for graduate students. There is a university-wide shortage. The Associate Dean will look into this.

CoGS Reception and Assistant to the Deans, Kendra Jensen, will send a call for agenda items for the October 27, 2021 meeting, shortly.

**Meeting adjourned at 2:51pm.**