EXECUTIVE BOARD

Meeting Minutes

DECEMBER 12, 2012

Present: Dallas Hermanson, Colleen Clement, Pål Skar, Brian Pollick, Jon Potter, Stacy Chappel

The meeting was called to order at 11:05 am with Hermanson in the Chair.

TASKS ASSIGNED OR REASSIGNED AT THE MEETING

TASK: Chappel to add Stipend Review Committee to Grad Council Agenda

TASK: Chappel to send a briefing to Grad Reps about this plan and the discussion items prior to the next Grad Council meeting

TASK: Chappel to circulate an election schedule for approval via email.

STANDING ITEMS

Agenda

Hermanson noted this was a special meeting to discuss Executive Roles, and GRC structure, and would not have a formal agenda. He asked if there were time-restricted items for consideration before the main discussion.

Pollick Stipend

Chappel noted that Pollick had requested his stipend be cancelled in the summer when he was away for one month. However, she was concerned at the fairness of this after Pollick returned and made up more than the remaining time in the audit and AGM financial presentation work afterwards.

She said she recommended reinstating it, and noting this in the minutes.

Pollick abstained.

The Executive Board unanimously approved reinstatement of the stipend.

Report from Director of Student Affairs

Skar noted he will be beginning a new job in January, and if it works out it may conflict with his duties on the Executive Board. He asked for direction. He suggested he could continue unpaid and fulfill his committee duties.

Chappel said she was uncomfortable with Executive members continuing unpaid – that if they didn’t feel comfortable accepting the stipend, they should simply resign. She said continuing with committees as a volunteer
was also possible. She suggested Skar wait for the first few weeks to see if the job works out, and see whether the schedule is manageable.

Clement suggested he may find it works out and he is able to fulfill his role if the schedule is flexible.

Skar said there was some flexibility, especially for regularly scheduled meeting times which he could block off.

**Stipend Review**

Pollick asked if the stipend review committee was meeting and it could review the hours Hermanson spent on the presidential hiring committee.

Chappel noted the Stipend Review Committee did not yet have full membership.

**TASK: Chappel to add Stipend Review Committee to Grad Council Agenda**

**Grad Council Agenda**

Pollick revisited the concerns he had raised at last Executive Board meeting about not having enough time in Grad Council for the department reps to engage in meaningful discussion.

There was general discussion of possible meeting structure.

The group agreed to a meeting agenda as follows for January 2013:

1. Executive Reports and business (20 minutes)
2. Small Group Discussions with two groups for each of these topics
   a. Multi-year funding
      i. AIS
      ii. TA’s
      iii. Fellowships
   b. International Students
      i. Focus on services of the GSS
   c. GSS Structure
      i. Role of representatives
      ii. Setting goals and implementing longer term strategy
      iii. Continuity

**TASK: Chappel to send a briefing to Grad Reps about this plan and the discussion items prior to the next Grad Council meeting**

**Executive Board roles**
Clement restated her concerns that some of the positions, notably the Director of Communications, did not effectively relate to the type and size of organization the GSS has become.

There was discussion of board models, term lengths, and the process of changes.

The GSS Structure discussion at the Grad Council could result in a motion for consideration at the March Semi-Annual General Meeting to direct the incoming board to develop a new structure proposal, which would then be approved at the October 2013 AGM.

There was a discussion of the election timeline and whether it was possible to have elections earlier to allow time for incoming Executive Board to shadow the outgoing Executive Board.

**TASK:** *Chappel to circulate an election schedule for approval via email.*

**M/S Clement/Potter**

*RESOLVED the calendar for the GSS Executive Board election will be approved via email*

**CARRIED**

The meeting adjourned at 11:45 am

Approved, Chair

Approved, Executive Director

Sc/SC