March 22, 2019

Report of the Stipend Review Committee
To the Semi-Annual General Meeting of the Graduate Students’ Society

Overview of Committee Work:

In the year since the last GSS SAGM, the Stipend Review Committee held regular monthly meetings between April and August, and from November to March, excepting February, with training in November. Filling out the Committee’s new membership did not happen until October; February’s meeting was snowed out, which caused significant delays in committee business.

The Committee reviewed and approved Executive Reports in-committee, and reported back to the Graduate Representative Council on the matter, in lieu of submitting formal motions to approve the reports at the GRC level. However, for the purposes of following past practice, providing an accessible opportunity for GRC to voice opinions about the Exec Reports, and providing for formal approval of the Reports, this current practice will not continue. Executive Reports are now submitted at the end of each month, which regularizes the time frames considered in each month and provides a standard process for submission. The Committee has also worked on planning a mechanism to receive more regular feedback from GRC members about the Reports, as directed by GRC; the Committee did receive some anonymous feedback during the year about the performance of the Executive Board.

In March, the Committee submitted a motion to award a stipend top-up to the Director of Finance, Carla Osborne, valuing $100. The Committee wrote and submitted this report for information at the SAGM.

Last year, the Committee began work on developing documentation for the process of stipend review in the GSS, for reference and training purposes; work on this has been slow and/or non-existent. This should be something of a priority in the coming year.

Observations and Recommendations:

The Stipend Review Committee brings forth no motions to the general membership, at this time, regarding the items listed in the GSS Policy Manual (item 20.13.2): Executive Board stipends, duties, structure, and portfolios (though there will likely be proposed editorial changes to the Policy Manual at the Annual General Meeting). The Committee observes that the Executive Reports were submitted regularly, were detailed, and matched our experience: that the Executive Board generally worked hard at performing their duties to the best of their abilities, especially in light of the re-opened restaurant and other hardships. Relating to last year’s SRC report, the Executive did a superb job of tracking hours effectively, and future Boards should do the same.
The Executive Board did a respectful job of trying to distribute hours as a team when appropriate; this was brought up in last year’s report, and we appreciate this effort. Future Executive Boards should strive to keep workloads balanced, as well, though it is not expected to be completely egalitarian (including with respect to the stipend).

This was the third straight year where the Chair worked a large number of hours for the GSS. In previous years, the Committee regarded this spike as an anomaly. Potentially, the nature of the role combined with the specific situations in which the GSS finds itself have contributed to this situation. It is worth considering how this happens, while keeping in mind that different people work at different rates and prefer different amounts of involvement.

A recommendation for future Executive Boards is that as much as possible, training and general “getting up to speed” with expectations/procedures/GSS-specific information should happen as soon as possible, and preferably in April. The quicker the Board gets together and transitions into their roles, the better they can fulfil their duties going forward and the more capable they will be leading the GRC and the GSS.

**Conclusion:**

The Executive Board put in a lot of work this past year; as usual, we expect that work to be done well, but we do not expect exorbitant amounts of work from one or two members, nor do we appreciate members contributing less than what is generally asked of the role for which they volunteered. The Stipend Review Committee is interested in seeing what the new GSS year brings, including how the new Executive Board does, and hopes to complete the projects that have been started over the last year or so.

Submitted respectfully,

**The Stipend Review Committee**

Joseph Horan, Chair
Anthony Gavin
Christiaan Laureijs