To: GSA Council  
From: Courtney Thomas  
Date: 25 January 2019  

Dear GSA Council Members,

I hope you all had an enjoyable holiday break. Below are a few highlights of the GSA office team’s work since my last report to you in December:

**GSA Events** – our winter orientation event took place on 4 January 2019. This year we moved the event to a new location and, while we saw a small decrease in the number of attendees (the weather was also poor that day), the space itself worked very well for our hosting needs. We are currently planning a GSA Funding 101 session, the winter term engagement event, and GSA Awards Night, and remain engaged in the continuation of GSA Coffee Breaks.

**GSA Recognition Awards** – at the close of the nomination period on 15 January 2019, 150 nominations were received (a significant increase from last year’s numbers). As has been the case in previous years, the office received the majority of applications close to the deadline and that resulted in considerable email and front desk traffic. The adjudication process (done by the GSA Awards Selection Committee) will be wrapped up in early February.

**2019-2020 GSA Budget** – as previously noted (and noted in the report from the GSA Budget and Finance Committee (GSA BFC)), the financial team and the GSA BFC have developed the draft 2019-2020 GSA budget and associated three-year budget projections. The budget will be brought forward to GSA Council in February; I am pleased to note that the GSA remains in excellent financial shape and next year’s proposed budget reflects this.

**2019 GSA General Election** – the office has been providing support to the Chief Returning Officer (CRO) and the GSA Elections and Referenda Committee (GSA ERC) as they prepare for the 2019 GSA General Election. The nomination period will open on 31 January 2019. More information can be found in the CRO and the GSA ERC’s report to GSA Council, and on the GSA website. Please encourage your colleagues to run for positions, attend the GSA General Election Forum, and vote!

As always, the detailed weekly reports from the management team to the GSA Board are attached for your review and I am happy to answer any questions at the upcoming meeting.

Best,  
Courtney Thomas, Executive Director
Management Report to the GSA Board, 12 December 2018

Management has been engaged with the following issues since the last GSA Board meeting on 5 December 2018:

Strategic

- Developing the 2019-2020 operating budget following a meeting of the GSA Budget and Finance Committee (the committee will meet again in January) and developing some recommended revisions to GSA Bylaw and Policy on finances for the GSA Budget and Finance Committee to review.

- Starting to work on the next GSA Board SWP update to GSA Council (will go forward in January).

- Developing general survey of GSA Council members.

- Review SU services to gain a better understanding of what is solely funded by the SU and which ones the University contributes to.

- Working on various in-progress proposals to amend GSA Bylaw and Policy and planning when they will go to GSA Council.

- Preparing for the 2019 GSA General Election (developing the timeline, planning the forum, etc) and work associated with changes to the Collective Agreement and supporting negotiations processes.

Grants and Office Operations

- In the interests of streamlining things, meeting reports will now be circulated in bulk on Tuesday and Friday afternoons and, because this schedule aligns with that of the circulation of GSA Board material, reports will now longer be circulated on Tuesdays with GSA Board materials. Please let me know if you have any questions or concerns and remember to get meeting reports into the office by 2 pm on Tuesdays and Fridays so they can be circulated.

- Planning Winter Orientation and the final GSA Coffee Break of the term.

- Receiving nominations for GSA Recognition Awards and preparing for the associated adjudication process (hosting a GSA Recognition Awards 101 session on 11 December).

- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (Arts Committee on Equity, Diversity, and Inclusion and Early Call for Talent and Training wrap up).

- Facebook = 1,258 likes (up 2 from 28 November); Facebook posts reached 604 users this week and our “post engagement” count was 235. Twitter = 904 followers (down 1 from 28 November); our tweets earned 3,300 “impressions” over the last week.

- GSA Academic Travel Grants = new funding period starts 1 January (162 applications funded and $73,628.56 disbursed in the current period; GSA Child Care Grants = new funding period starts 1 January (56 applications funded and $85,000 disbursed in the current period); GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries and, since then, 18 applications have been funded and $65,059 has been disbursed); GSA Graduate Student Group Grants = new funding period starts 1 January (5 applications funded and $3,400 disbursed).
Management Report to the GSA Board, 9 January 2019

Management has been engaged with the following issues since the last GSA Board meeting on 12 December 2018:

**Strategic**

- Developing the 2019-2020 operating budget, the most recent term financial report, and preparing for a January meeting of the GSA Budget and Finance Committee.
- Drafting GSA reports to several University governing bodies.
- Reviewing material associated with the new Tuition and Fees Regulation and possibly changes to Government of Alberta awards and scholarships.
- Preparing for a meeting of the GSA Elections and Referenda Committee and the 2019 GSA General Election.
- Drafting materials for the first mailing of GSA Council and preparing a general survey of GSA Council members.
- Working on various in-progress proposals to amend GSA Bylaw and Policy and planning when they will go to GSA Council.
- Work associated with changes to the Collective Agreement and supporting negotiations processes.

**Grants and Office Operations**

- Winter Orientation (attendance slightly down this year) and planning the GSA Winter Engagement Event.
- Preparing to host another GSA Funding 101 session.
- Receipt of nominations for GSA Recognition Awards and preparing for the associated adjudication process.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (Dean of the Faculty of Medicine and Dentistry Search and Selection Committee election, Early Call for Talent and Training wrap up, several upcoming GSA Standing Committee vacancies).
- Facebook = 1,266 likes (up 8 from 12 December); Facebook posts reached 443 users this week and our “post engagement” count was 53. Twitter = 911 followers (up 7 from 12 December); our tweets earned 3,400 “impressions” over the last week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grants = new funding period started 1 January.
Management Report to the GSA Board, 16 January 2019

Management has been engaged with the following issues since the last GSA Board meeting on 9 January 2019:

**Strategic**

- Developing the 2019-2020 operating budget, the most recent term financial report, and preparing for a January meeting of the GSA Budget and Finance Committee.
- Reviewing the GSA’s fees disbursement agreement with the University (expires in 2019) and preparing to renegotiate it.
- Discussion of GSA Council election procedures with the GSA Nominating Committee.
- Preparing for a meeting of the GSA Elections and Referenda Committee and the 2019 GSA General Election.
- Drafting materials for the first mailing of GSA Council and preparing a general survey of GSA Council members.
- Working on various in-progress proposals to amend GSA Bylaw and Policy and planning when they will go to GSA Council (GSA Bylaw and Policy on Grants and Bursaries, Finances, membership categories, etc).
- Work associated with changes to the Collective Agreement and supporting negotiations processes.

**Grants and Office Operations**

- Planning the GSA Winter Engagement Event.
- Preparing to host another GSA Funding 101 session.
- Receipt of nominations for GSA Recognition Awards and preparing for the associated adjudication process (the GSA Awards Selection Committee met on 14 January 2019).
- Renewal of one of the GSA’s insurance policies.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Appeals and Complaints Board, the GSA Budget and Finance Committee, the Community Connections Awards Selection Committee, the Teaching and Learning Enhancement Fund Selection Committee, and the Faculty of Medicine and Dentistry Dean Selection Committee.

- Facebook = 1,269 likes (up 3 from 9 January); Facebook posts reached 512 users this week and our “post engagement” count was 338. Twitter = 914 followers (up 3 from 9 January); our tweets earned 4,200 “impressions” over the last week.

- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grants = new funding period started 1 January.
Management Report to the GSA Board, 23 January 2019

Management has been engaged with the following issues since the last GSA Board meeting on 16 January 2019:

**Strategic**

- Discussions around the recent events in Ontario with respect to voluntary student unionism.
- Developing the 2019-2020 operating budget, the most recent term financial report, and preparing for a 23 January meeting of the GSA Budget and Finance Committee – as members were updated last week, we are in a good financial position.
- Renegotiating the GSA’s fees disbursement agreement with the University (expires in April 2019).
- Action associated with a recent meeting of the GSA Elections and Referenda Committee and preparing for the 2019 GSA General Election (this year’s forum will be livestreamed).
- First mailing of GSA Council meeting materials and preparing for the second mailing.
- Working on various in-progress proposals to amend GSA Bylaw and Policy and planning when they will go to GSA Council (GSA Bylaw and Policy on Grants and Bursaries, Finances, and membership categories) and preparing for a February meeting of the GSA Governance Committee.
- Work associated with changes to the Collective Agreement and supporting negotiations processes and strategic work around building a strike fund (contacting a consultant).

**Grants and Office Operations**

- Planning the GSA Winter Engagement Event.
- Preparing to host another GSA Funding 101 session.
- Receipt of nominations for GSA Recognition Awards and preparing for the associated adjudication process (the GSA Awards Selection Committee met on 14 January 2019). 150 applications were received (applications are significantly up from last year). Planning for GSA Awards Night.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Appeals and Complaints Board, the GSA Budget and Finance Committee, the Community Connections Awards Selection Committee, the Teaching and Learning Enhancement Fund Selection Committee, and the Faculty of Medicine and Dentistry Dean Selection Committee).
- Facebook = 1,270 likes (up 1 from 16 January); Facebook posts reached 322 users this week and our “post engagement” count was 8. Twitter = 914 followers (up 0 from 16 January); our tweets earned 1,800 “impressions” over the last week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January and closed on 22 January; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grants = new funding period started 1 January.