



GRADUATE STUDENTS' UNION

UNIVERSITY OF TORONTO
LOCAL 19, CANADIAN FEDERATION OF STUDENTS

GSU General Council Meeting

Monday September 19, 2011

6:10 pm sharp

Koffler House Auditorium, 569 Spadina Ave. (just west of the GSU)

Agenda

1. Report of Executive for GSU Council Chairpersonⁱ
2. Council Orientation
3.
 - a) Agendaⁱⁱ
 - b) Roll call and Introductions: Council Representatives, Executive, Staff
 - c) Minutesⁱⁱⁱ
 - d) Business Arising from the Minutes
 - i. Election of Finance Committee Members for all Divisions – see information below^{iv}
4. Course Union Representatives Orientation
5. Introduction to Legislative Program (Before the meeting please read the GSU Handbook, GSU Sub-Committees, pages 8-9, or see our website.)
 - a) Overview of Process
 - b) Academics and Funding Sub-Committee
 - c) Social Justice Sub-Committee
 - i. UofT Divestment
 - d) University Affairs Sub-Committee (tabled to Oct.)
 - e) Sustainability Sub-Committee.
 - f) Civics Sub-Committee
 - g) GSU Building and Housing Sub-Committee
 - h) Notice of Motion to approve 2011/2012 Legislative Program^v
6. Notice of By-law Amendments
 - a) Management Structure
7. Summer Spending^{vi}
8. Reports
 - a) Course Unions – issues in your Dept.
 - b) Executive/Staff Announcements/Questions
 - c) Governing Council, CUPE 3902, Graduate Education Council
9. Other Business

a) notice of the election of two Executive-At-Large positions next month – see information below

10. Date of Next Meeting: Monday, October 24, 6:10 pm, Koffler House Auditorium

11. Adjournment^{vii} – please come to the Council social in the GSU café, upstairs at the GSU. Free drinks and snacks.

- If you require family care subsidies please contact carol@utgsu.ca.
- If you require disability related accommodations please contact ruth@utgsu.ca by Sept. 12.
- Please bring your sealed envelope back so we can reuse them.
- For an escort after the meeting call Walksafer at 416-978-7233.

ⁱ 1. There will be a recommendation to hire a Chairperson. If approved, they will take over chairing the meeting.

ⁱⁱ 3.a) Draft Motion: Be it resolved that (BIRT) the Council approve the agenda (as amended).

ⁱⁱⁱ 3.c) Draft Motion: BIRT the minutes of the April 26, 2011 meeting be approved (as amended).

^{iv} 3.d) i. Draft Motion: BIRT that (name and department) from Division 1, (name and department) from Division 2, (name and department) from Division 3, and (name and department) from Division 4 are appointed/elected to the GSU Finance Committee for 2010/2011.

^v 5.h) Notice of Motion: BIRT the GSU Legislative Program for the academic year 2011/2012 be adopted by the GSU General Council, with the exception of the University Affairs Sub-Committee Legislative Program.

^{vi}7. By-law **3.10** Summer Spending Authority
Summer Spending Authority shall be maintained to finance unforeseen and unbudgeted expenditures up to \$10,000 which are necessary between May 1 and September 15. Any expenditure must be approved by a 2/3 majority vote of the Executive and must be reported to the next General Council Meeting. “

^{vii} 11. Draft Motion: BIRT the meeting be adjourned at (time).

3.06 Finance Committee

(a) There shall be a Finance Committee chaired by the Treasurer (Finance and Services Commissioner) composed of one (1) member of the Management Committee or one (1) other member of the Executive appointed by the (President) and four members of General Council, elected by General Council, who are not members of the Executive and who represent each of the four divisions of the School of Graduate Studies, as well as designated members of the Finance

Office who shall be ex-officio and non-voting.

(b) A quorum of the Finance Committee shall be three voting members, 2 of whom shall be drawn from the elected divisional GSU General Council representatives. Quorum shall not be achieved without the presence of one of the Treasurer (Finance and Services Commissioner) or the (President).

(c) The term of office for members of the Finance Committee shall be from May 1 to April 30.

(d) The duties of the Finance Committee shall be to prepare proposals on fiscal policy and financial estimates for the consideration of the Executive, to prepare the Special Grants allocation, to prepare the Conference Funding allocation, and to assist the Finance Office and Officers (Commissioners) in their duties.

(e) A summary of decisions and recommendations shall be presented to the next meeting of the Executive.

(FY I- the time commitment is approximately 3-4 meetings in the fall for the budget and audit, and sporadic meetings in the winter and spring.)

7.12 Duties of Executive Members-at-Large

The duties of the Executive Member-at-Large, in addition to attending all Executive and Council meetings, shall be:

- (a) To assist the Officers (Commissioners) and participate in determining and carrying out the Union's Legislative Programme (as per guidelines given in the GSU Policy Documents) and other Union activities
- (b) To represent the Union on committees and student and campus organizations from time to time as deemed necessary by the Executive
- (c) To serve on a minimum of two GSU Sub-Committees or Caucuses
- (d) To assume specific duties, determined at the beginning of their term of office, which shall be based on the needs of the Union Executive and the Member's particular interest
- (e) To perform such other functions as the Executive or Council may determine

7.13 Other Duties

Each Executive member shall be responsible for:

- (a) Campaigns related to their portfolio
- (b) Website updates, GSU digest submissions, and other publicity related to their portfolio
- (c) Media relations related to their portfolio
- (d) Working with on-campus organizations, including the faculty and TA union, as relevant to their portfolio
- (e) Acting as a signing authority of the Union
- (f) Chairing the Executive Committee in turn, according to a rotation of Executive members
- (g) Serving on a minimum of two GSU subcommittees

Notwithstanding duties contained in this Bylaw, the Executive Committee shall have the ability to reassign tasks of Executive members for the duration of a term of office.

- (h) Each Executive member shall provide a **weekly work report** to the Executive Committee and a **written monthly report** to the Council. The monthly report shall be approved by the Executive Committee before being circulated to Council. Failure to provide reports to two consecutive Council meetings will result in an executive member's honorarium being suspended until a satisfactory report has been provided

(FYI – the time commitment is approximately 4-6 hours/week. Executive meetings are 2-3 hours weekly.)