

## Biological Sciences Graduate Caucus Meeting Agenda

April 16<sup>th</sup>, 2014 – 3:30 to 4:30 PM, 7000 level lounge



## Biological Sciences Graduate Caucus April 16<sup>th</sup> 2014 – 3:30 to 4:30 PM

**In Attendance:** Jen Scholefield (Chair), Emily Helmer (Secretary), Janie Dubman (Treasurer), Matt Hepp (Events Committee Officer), David Hope (Webmaster), Jesse Taylor (GSS Rep), Annie Ellison (Events Committee Officer), Heather Coatsworth, Matt Holl, Dan Peach, Leslie Saunders, Karen Lo, Pascale Gibeau, Samineh Deheshi, Neilab Amiri, Fiona Francis, Luis Malpica Cruz, Paul MacDonald

**Absent:** Mike Hrabar (GSS Rep), Chris Mull (Associate Chair), Marlene Wagner (Events Committee Officer), Amanda Kissel (Member at Large), Sarah Thomsen (DGSC Rep), Antonia Musso (TSSU Steward), Mike Beakes (DGSC Rep), Rowan Treblico (Faculty Mole), Catherine Scott (TSSU Steward), Mohamed Sherifdeen (TSSU Steward), Kyle Artelle (Scholarship Committee Rep), Lindsay Davidson (Scholarship Committee Rep), , Marinde Out (International Students' Rep) , Tim Forrester (TSSU Steward)

### 1. Welcome

- a. Attendance
- b. Meeting called to order at 3:34pm by Jen Scholefield.
- c. Additions to Agenda
  - i. Grad Hosted speaker
    1. Amendments to motions from March meeting and reimbursement:

Motion to reverse previous reimbursement to Jen Scholefield (to be reimbursed directly through the department) for \$451.95 from the core account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

Motion to reimburse Janie Dubman \$25.98 from the core account for baked goods purchased for the grad hosted speaker.

Moved by: Janie Dubman

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

Motion to reimburse Janie Dubman \$210.08 for the catered student lunch from the core account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

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Motion to reimburse Janie Dubman \$44.98 for coffee and team for professional development workshop with Marc Mangel from the core account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

- ii. Grad student symposium wrap up – Marlene and Karen
  1. Thanks to those who organized, contributed and attended.
  2. For future years, not a very cost efficient way to have food, in future food should be snacks only or a different location etc.
  3. Motions for reimbursements:

Motion to reimburse Jen Scholefield \$238.05 for catered lunch at Highland pub from the core account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

Motion to reimburse Jen Scholefield \$40 for MEC voucher prizes from the core account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

Motion to spend entire GSS grant (\$550) on the Graduate symposium and pay remaining \$57 from the trust account.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**

- iii. Publishing workshop – Amanda
  1. Wrap up and thanks, presenters made a huge effort
  2. Reimbursement – Amanda \$50 out of petty cash

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- iv. Photo contest for grad lounge display – Jen
  1. Photos will be sent out soon and a survey set up for voting
- v. Transfer cash into petty cash for next caucus

Motion to transfer \$200 from the trust account into petty cash.  
Moved by: Jen Scholefield  
Seconded by: Emily Helmer  
Decision: **motion carries unanimously**

- vi. Elections– Jen
  1. The nominees for the 2014-2015 BISC Graduate Caucus executive are running unopposed for all positions and are as follows:
    - Faculty mole: Karen Lo
    - Graduate Student Society (GSS) Representative: Mike Hrabar
    - GSS Representative: Samineh Deheshi
    - Departmental Graduate Studies Committee (DGSC) Representative: Sara Thomsen
    - DGSC Representative: Neilab Amiri
    - Teaching Support Staff Union (TSSU) Steward: Antonia Musso
    - TSSU Steward: Marlene Wagner
    - TSSU Steward : Paul Macdonald
    - Departmental Scholarship Committee (DSC) Representative: Lindsay Davidson
    - DSC Representative: Luis Malpica Cruz
    - International Students Representative: Sebastian Ibarra
    - Events Committee Officer: Dan Peach,
    - Events Committee Officer: Matt Holl
    - Events Committee Officer: Kyle Bobiwash
    - Webmaster: Marinde Out
    - Secretary: Pascale Gibeau
    - Member at Large: Jen Scholefield
    - Treasurer: Jayme Lewthwaite
    - Associate chair : Fiona Francis
    - Chair : Leslie Saunders

Motion to approve the above listed students as the relevant acclaimed positions listed for the Biological Sciences Graduate Caucus for the 2014-2015 academic term.  
Moved by: Jen Scholefield  
Seconded by: Emily Helmer  
Decision: **motion carries unanimously**

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- d. Motion to approve amended minutes from last month's meeting Minutes

Motion to approve amended minutes from the March 19<sup>th</sup>, 2014 Biological Sciences Graduate Caucus meeting.

Moved by: Jen Scholefield

Seconded: Emily Helmer

Decision: **motion carries unanimously**

### **2. Treasury update**

1. Current BISC grad caucus balances:
  - i. Core Account: \$1335.96
  - ii. Trust Account: \$1377.70

### **3. Committee updates**

1. DGSC –absent
  - i. Please do survey.
2. DSC - absent
  - i. Grad fellowships (GF) applications were due April 14<sup>th</sup>, private award applications will be due in May.
3. GSS
  - i. Council meeting today, benefit plan will be going up at least \$30 annually, decreasing dental and will be adding vaccines and access to RCC.
4. TSSU – absent
5. Faculty Mole – absent

### **4. Adjournment – 3:50pm**

Motion to adjourn April 16<sup>h</sup>, 2014 meeting of the Biological Sciences Graduate Student Caucus at 3:50pm.

Moved by: Jen Scholefield

Seconded by: Emily Helmer

Decision: **motion carries unanimously**