



## International Development and Global Studies Graduate Student Association

Tuesday, November 12<sup>th</sup>, 2019

### **Opening:**

Shannon Fournier called the meeting to order at the University of Ottawa at 5:34 on Tuesday, November 12.

### **Present:**

Shannon Fournier

Jennifer Bonti

Eric Dupuis

Janet McParland

Adrian Murray

Furqan Asif

Kayla Richardson

Abby Vandzura

Bryn Copp

Rebecca Dick

Gabrielle Marseille (by telephone)

### **Absent:**

Lukas van Arragon

Étienne Côté Vaillant

### **Approval of Agenda**

Yes.

### **Approval of Minutes**

Yes.

### **1. Business from the Previous Meeting**

1.1. Constitution revision and issues (Eric)

- At the last meeting, Eric had highlighted that the French and English versions of the Constitution did not match. He went through them again and determined that everything was good except for the job descriptions of each role. Going forward, we need to address this so that people know what to expect from their respective roles.
- Eric proposed four options: to approve the English version and apply that to the French version, or vice versa; to merge both versions and pick out the best of both versions; or that each person reviews the section for their role and proposes changes. The first two options are not great because there are bad parts in both; neither is perfect yet. The last option would produce inconsistent results. The best option would be to merge both versions.
- **Eric** is prepared to do this and will change the job descriptions. He will then bring the Constitution back to the members of the Executive to discuss the changes as a group. They will then be presented at the General Assembly. The Constitution currently describes this as the appropriate process for changing the document.
- Abby asked if the Constitution outlines how many people on the Executive have to work on the changes; Eric replied that it does not specify an amount of people.

### 1.2. Sweaters (Janet)

- Janet explained that if we can agree on a logo, we are good to go and can start the ordering process. We will put out a call for orders instead of ordering a bunch of different sizes and hoping to sell them. This way, everyone gets the size they want and it is more cost efficient for the Association.
- Kayla asked about when we are planning on starting this process. Janet will send out logo options again and once we decide on one we will move forward.
- Bryn asked about the colour we decided on. Janet suggests maybe one or two colours and give people the choice. Burgundy would be a good option because it is close to the uOttawa colour. Janet will put another poll in Facebook group to choose the colour. We will decide on the logo over email to facilitate doing so.
- Furqan asked if the mockups are from the website where we will be ordering the sweaters from. Janet explained that she made the logo and put it on the website program.
- Rebecca asked if students are buying their own sweaters; the answer is Yes. She asked if the prices change depending on how many we get; we can probably get a bulk price. The price will probably be around 60\$ per sweater.

### 1.3. Turning the Tables workshop update (Jen)

- Jen and a few other people on the Executive worked with two senior fellows, Jai Sen and Fayyaz Baqir, to organize the Turning the Tables workshop that happened on Tuesday, November 5th from 1PM to 7PM. Jen was there from 1 to 4:30 and said that it was very interesting.
- There were speakers and parts where those in attendance split up into groups for discussions. Attendees were welcome to share their ideas and opinions on development. The main focus of the discussions was how the current approach to development does not work; it was a chance to share new and different approaches.

- There were a lot of senior fellows and professors in attendance, but not that many students. We have to figure out how to get more students to attend these kinds of things.
- Jai Sen suggested that those involved should get together to discuss further moves now that the event is done. The main discussion should focus on how to get more engagement for these kinds of events. This follow up meeting may happen at the end of November.
  - Bryn asked if this meeting would be us collaborating with them to get more people there, or to continue the conversation started at the workshop. Jen explained that it is up to us on how to proceed. It is important to get more students there so that its more a discussion as opposed to professors and fellows talking about these issues and then telling their students about it.
- Kayla explained that this partnership was something that was brought up as a low-key thing where we would just promote the event and not be as involved as we were. It then morphed into being very demanding and out of our scope. She suggests that in the future we have to be cautious about accepting things and then letting them take over our time and our resources. Not everyone involved had time to do what was asked of them, so setting boundaries when we agree to something is important.

#### 1.4. WUSC meeting (Eric)

- Shannon had connected Eric with Nathaniel, the Co-President of the World University Service of Canada's (WUSC) club on campus. They spoke about three things during their meeting. The first was a research symposium they are planning for February 2020 (probably during International Development Week), during which there will be a panel and a thesis competition, among other things. They would like us to be involved in this event and asked Eric how we can support them in this effort. Nathaniel also wanted to know if and how they can support us in the future. He also asked if there was a way graduate students could pay a fee to WUSC, and was wondering what the process was to get that to happen.
  - Eric asked Bryn if she knew how a fee would work if WUSC wanted to collect \$3 from graduate students. In particular, he wanted to know how it would work under the new Ford system and if a referendum was needed. She said this has probably changed and she doesn't know how, but she will get informed. Eric will send an email to Bryn with specific questions.

#### 1.5. PhD elections (Shannon)

- We need to hold elections to fill the vacant PhD position, and we need to determine when and how these elections will take place.
- Bryn expressed that she is good with them being held whenever everyone wants.
- Kayla suggested we have the elections in January because that gives us enough time to announce them. It also gives everything a few months to cool down (if Andrea wants to run again, the issues won't be an issue anymore).
  - December is not good because students are in exams and writing papers, and others start to leave for home for the holidays.

- Adrian explained that he may not be a student in January because he has recently submitted his dissertation.
- Shannon explained that we need to decide who is eligible to run in the election.
- Adrian explained that he may not be a student in January because he has recently submitted his dissertation. Furqan may also be finishing up soon. If this is the case, we may have to fill their positions as well. We can fill all of the positions at once.
- Janet asked when we have to announce the elections. According to point 5.3.1 of the Constitution, we must advertise the positions along with their description to the students at least two weeks prior to the elections, with a reminder one week prior.

## 2. New Business

### 2.1. Use of [monday.com](http://monday.com) as a communication and planning tool (Abby)

- Abby explained that most of our communication is done through Facebook messenger or by email, and the use of [monday.com](http://monday.com) as a communication and planning tool should be revisited. Through her role of updating tasks on the site, Abby has noticed that the only real use is to put out a call for agenda items; other tasks listed there are rarely acknowledged by those who have been assigned them.
  - Abby feels that members of the Executive keep track of the tasks they have been assigned on their own; they have their own systems of keeping up with what they have to do. If they do not take notes of what they have to do, they can check the minutes.
- Shannon explained that the use of [monday.com](http://monday.com) makes her life easier; she can check what everyone is supposed to be doing and monitor their progress.
- Bryn said that she does not use it; she prefers the use of a normal agenda. Eric said that it creates more work for Abby, and people can just check the minutes if they don't remember what they are supposed to do. Rebecca said that it is not intuitive for her to go to [monday.com](http://monday.com) to check what her tasks are.
  - Furqan explained that for him, the most interesting feature is the project management component. It is good for others to know who is working on a given task, and it is good for keeping track of who is doing what. It creates accountability for the members of the Executive. The site is good for sharing ideas on an event. Furqan suggested that Abby screenshots [monday.com](http://monday.com) to share on the Facebook group so that members can reference the image.
- Abby could also put the tasks at the top of an minutes so that it is easy for everyone to see who is doing what.
- Shannon said that the problem is that we're stepping over into each others' roles. [monday.com](http://monday.com) is important as a communication tool, and it is easier for Shannon to ask a question and to communicate with the members of the Executive.
- The use of [monday.com](http://monday.com) was brought to a vote: 6 voted in favour of continuing to use it; 2 voted against using it; and 2 abstained from voting.

### 2.2. Sticker sales (Janet)

- Janet forgot to bring the stickers to the meeting, but she has received them and they are ready to be distributed. They are about 2-inch circles. Janet bought 100 stickers for \$20, and we could either sell them or give them out. There are 60 stickers in English and 40 in French. There is no year on the stickers so we can keep them for years to come. The stickers are good quality; they can be peeled off and put it elsewhere.
- The Executive decided that we will give the stickers out as gifts at an upcoming event. We also discussed potentially giving them out with an option for a donation.

### 2.3. Français/traduction (Gabrielle)

- Gabrielle explained that it is very important to make sure all communications are bilingual; French students are starting to express how this is a problem. The school and our program are bilingual, and we need to be aware of this.
  - It is important for the translation of posts to be done right and to emphasize the French. Social media posts can be done in English and then French, and then vice versa the next time.
- If we need something to be translated, we have to make sure its not the same people always translating. We discussed creating a procedure for translation.
  - Bryn said that we need to make a decision because we only have so many students who can translate and we need to be aware of this. We can have someone from outside of GDVM translating if we need to; this kind of activity would be good for their resume. Bryn also wanted to remind the Executive that anybody can respond or speak in their language of preference during the meetings.
- Gabrielle nous a rappelé que c'est notre devoir de bien traduire ce qu'on publie sur internet. We should be able to do this from within our committee. Gabrielle will create a cheat sheet for bilingualism and translation.
- Janet explained that she drafts events at least 48 hours before she makes them public and that everyone has the chance to go in and correct/translate the post.
  - Gabrielle insisted that the posts have to be properly translated before they are posted.
- Kayla asked if we could get a list of people who can translate so that its easier to know who to ask for help.
  - Abby suggested we send Janet things that are properly drafted and translated and are ready to be posted so that she doesn't have to translate them herself.
  - Eric suggested we make a group of people who can translate (would include Eric, Abby, Etienne, and Gabrielle) to make sure the translation gets done. They can then decide amongst themselves who will translate the post, depending on time and availability. The translators need the full context of what is being translated; asking to translate a few words is difficult.
  - All posts to be translated will be ran past the group; any changes will be made within 48 hours. Janet will then send the approved post to the translators in a separate message, and someone will agree to translate it. All translation should be done within 48 hours and sent back to Janet to post on the appropriate event.

- Janet explained that this will be a long process and will take around a week to do all this.
- Bryn said that she understands language issues, but also understands typos. She said that she feels as if people are waiting for us to fail and are looking for mistakes.
  - Gabrielle explained that it sounds political, but it is political. Even if there is a typo, at least it will be made by a Francophone if we translate the posts properly.
- Jennifer asked what we should do if there are tight timelines for things that need to be drafted, translated, and posted. Sometimes emails are asked for in a day, and this process doesn't allow us to help in this kind of situation. Eric said we would just have to adjust the process.
  - Janet suggested that instead of having to send it to the translators, they can just get it from the Facebook group themselves. Eric said that that doesn't work for him because he doesn't check Facebook Messenger enough for Janet's system to work.
- Adrian said that most of the things that need to be translated is from English to French. Whoever drafts the post will send the English version to the group to have the content approved. Once it is approved, someone will send the English version to Janet, and she will send it out to the 4 people who can translate it. Whoever will translate it will send it out to the whole group.
  - Gabrielle mentioned that when we send a translated post back to the whole group, its for consultation.

#### 2.4. Communications/writing copy (Janet)

- Janet asked that rather than sending a bunch of information to her for her to then make a post, they have to provide her with exactly what they want her to post. She explained that it is hard for her to pull out main ideas from large documents sometimes. When collaborating, we have to ask organizers for specifically what they want posted.

#### 2.5. Events (Rebecca)

- Rebecca wanted to do a board game night as a holiday party, but we already did that. She hasn't had time lately to decide on another theme. She now suggests a 90s themed party.
- She was not sure where we stood in the budget. Shannon said we have around \$200 until January. This means that we cannot do a bar night again because it cost almost \$400 last time.
  - If we do a bar night, we don't have to pay for things necessarily. We could just invite students to join us at a bar for a good time.
- Eric suggested a Korean karaoke night.
- There are two Christmas bars coming to Ottawa this year which could be fun. We can't reserve space in these kinds of places; they only last a month and people sometimes have to wait a long time in line to get in.

- We could also have a potluck on campus; this kind of activity is good for people who don't drink.
- Another option would be an Ugly Christmas Sweater party. Adrian suggested a Stevemmas party. He is Jesus's brother; the idea is that its a parody Christmas party.
  - Abby suggested a Ludacrismas party; the idea is the same as Adrian's.
  - We could do this at a random bar on a random night and just wear Christmas sweaters. We could reserve tables at a bar earlier in the evening and invite everyone in the program.
- We decided on dates for these events: the potluck will be on November 28th; the bar night will be on December 5th.

## 2.6. Roles and responsibilities (Jennifer)

- Jennifer explained that we had agreed to translate a document and then promote the event for the Turning the Tables workshop; this agreement turned out to be a lot more work than we thought and involved a lot of people. Étienne, Gabrielle and Sabrinelle had to translate a lot of material for the event. Kayla and Jen had to leave work to have meetings with Jai and Fayyaz to fit into their schedules.
- Jen expressed a need to figure out what our roles are in the future. If we all agree that we want to help, we have to have more than 1 or 2 people who are given tasks. If we're going to help, we have to have at least 3 people who are willing to help or adjust the expectations of the people we are helping.
  - Additionally, if we agree we want to help out, it would be nice to have more people in attendance representing the GDVM at the event we are helping with. Eric mentioned that there was a department lunch going on at the same time as the Turning the Tables event, which limited who could attend.
- Bryn suggested as a solution to making sure we have time to give to commitments, we should make a Doodle to see who would be able to help out, but also to attend to the event. Jen mentioned that to do that, we would need the date of the event; we don't always know the date right away, so this could be difficult.
  - Gabrielle explained that if we want to help out with other initiatives, we need to be very clear at the beginning about what we can deliver and promise. We should consult with each other and agree on what we can do, which gives us a chance to clarify with them the other party and ask questions.
  - Bryn explained that an event happening on a Tuesday from 1 to 7 is hard for people to attend. If we wanted a certain amount of Executive members in attendance, we would have had to coordinate amongst ourselves.
- Janet thanked Jen for all of her work on the Turning the Tables event. Something came up at the last minute and she couldn't go. She agrees with the others that we should ask for terms at the beginning of a partnership.
- Shannon said that she does not expect this to be the case for other events and partnerships.

- Adrian said that it is sometimes hard to say no; we have to determine the kinds of people who are asking for help and how their personalities influence the work being done. He explained that senior fellows don't have a lot of resources in the department. When agreeing to things, we have to figure out the politics of the issue. He reminded everyone that setting boundaries is important!
- Kayla explained that everyone involved would receive several emails a day without answering them in between. She suggested that members of the Executive should have an internal email chain to discuss who will do what in cases like these.
- Shannon said that communication within the Executive has to be better. She explained that a further discussion on roles and splitting up responsibilities would be good when collaborating with other groups.
- Abby asked about when we decided to give the Turning the Tables workshop \$200. Jen explained that she had mentioned it in the Facebook group and we had decided there. Abby said she must have missed that discussion.
  - Adrian suggested the use of a poll in Facebook group to see what people think when we are making decisions like that.

#### 2.7. Minutes/agenda proposition (Eric)

- Eric proposed a new way of gathering agenda items: he suggested having a slot on the agenda for each Executive member, giving everyone the chance to speak and to bring up issues they find important. This will allow Abby to not have to ask for agenda items.

#### 2.8. CUPE GA update (Adrian)

- The fall CUPE General Assembly was held on November 6th. Two students from the department were in attendance: Adrian and Jodianne, another PhD student. It was a big meeting; there were around 100 people in attendance. Adrian said the meeting was pretty quick. They went over different reports.
- CUPE is still in bargaining. Bill 124 was just passed into law.
- Public sector colleagues across the province are in a strike position; we have never been on strike at uOttawa but we are ready. Our strike fund is very full; we will still get paid if we go on strike.
- The interim president of the Assembly was elected President. Jodianne was selected as the new recording officer.
  - A new bylaw that was adopted stated that the President has to be on bargaining committee. Other little bylaws were changed to make things run smoother.

#### 2.9. Outlaw Ocean (Furqan)

- Furqan introduced the members of the Executive to *The Outlaw Ocean*, a book that has recently come out about crime at sea. It is the result of 5-year study through investigative journalist. There are many articles coming out on the book and it is gaining a lot of popularity.
- The book is related to Furqan's work. He has reached out to the author to come speak in Ottawa. Furqan has received the terms for bringing the author in.

- The Department has gotten involved to see what funds we have for this kind of event. There is an honorarium for this kind of thing; the author wants about US\$2500 for one talk, which is too much for the Association to pay for.
- Furqan is proposing an event which will tie into the author's book tour; it will be a bigger, higher-profile event than what the Association is used to. He will try to renegotiate honorarium.
  - He would like to bring in the undergraduate association and increase collaboration with them.
  - We could also partner with other departments, such as the anthropology and sociology departments. These partnerships could lead to more funding for this kind of event. Should we reach out to Carleton University? Other organizations?
- There is a large development component in the book and within the issues mentioned in it.
- Furqan may not be at uOttawa for the potential event, but will continue to support this effort.
- Kayla asked what a reasonable amount to offer would be. Furqan does not know, but assumed it would probably be around CAD\$1200 on top of flights and accommodations.
  - Bryn does not like the idea of someone telling us how much they are worth and then us going back and saying they deserve less. She thinks it comes back to respect. It makes us sound like we are saying, "we will support your book but for less money than you think it is worth." Authors don't have a salary, so they often depend on events such as this.
  - Furqan explained that the renegotiation of an honorarium is not to undermine someone's worth, there is just always a negotiation implied. The challenge is having important people doing important work come to the University but still pay them enough. It can be difficult to get authors like this to come to universities because academia has less money than think-tanks, for example.