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# POLICY for the GPS COMMITTEE

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As Compiled on March 22, 2022

By the Deputy Speaker

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Under the Supervision of the Speaker

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THE SOCIETY OF GRADUATE STUDENTS

*The University Western Ontario*

LONDON ONTARIO CANADA

2022

## **5.9 Graduate Peer Support Committee**

### **5.9.1 Ratified**

January 28, 2021

### **5.9.2 Mandate**

As a standing committee (Bylaw 2.9.5.15.) of the Society the mandate of the Graduate Peer Support (GPS) Committee is to provide resources and opportunities to support the social, emotional, and financial well being of the Society at the University of Western Ontario.

### **5.9.3 Article I: Membership**

5.9.3.1. The Graduate Peer Support Committee shall have:

5.9.3.1.1. An Official Liaison, who shall be the Vice-President Student Services, in compliance with Bylaws 2.9.3.2 and 2.9.3.3.

5.9.3.2. The Graduate Peer Support Committee will elect:

5.9.3.2.1. One Chairperson or two Co-Chairs, who shall:

5.9.3.2.1.1. Be elected from amongst the committee members;

5.9.3.2.1.2. Act in compliance with the Duties of the Chairperson (Bylaw 2.9.2.);

5.9.3.2.1.3. And fulfill the duties in Bylaw 2.9.5.15.;

5.9.3.2.2. A Deputy Chairperson (if applicable), who shall assume the duties of the Chairperson at the discretion of the Chairperson or the committee in the absence of the Chairperson.

5.9.3.3. The Graduate Peer Support Committee will have:

5.9.3.3.1. A membership limit, as per Bylaw 2.9.4.2.2., set at 15 voting members, including the Chairperson/two Co-Chairs and if applicable the Deputy Chairperson.

5.9.3.4. All voting members of the Peer Support Committee shall be:

5.9.3.4.1. Full, associate, and leave of absence members of the Society nominated to the committee by the Society's Council.

### **5.9.4 Article II: Committee Management**

5.9.4.1. The Peer Support Committee will act in accordance with Bylaw 2.9.3.5 and 2.9.3.7 to determine quorum, Bylaw 2.9.3.9. to manage and maintain attendance, and Bylaw 2.9.4.2.1 to count votes.

5.9.4.2. Voting Policies

- 5.9.4.2.1. Aside from the scheduled meetings, online voting is also permitted on the condition that it is for correcting spelling, grammar, or wording mistakes on motions. Voting members shall be given one (1) business day to respond to an online vote, at which point the vote shall be considered concluded. If any voting member objects to business being voted on online, the voting shall be prohibited for that particular piece of business.
- 5.9.4.2.2. Committee members (including the Official Liaison, Chairperson, Deputy Chairperson, and ex-officio members) can hold up to three (3) proxies.
- 5.9.4.3. Non-committee members may attend as non-voting guests if invited by the chair. Committee members may also request that non-committee members attend as non-voting guests.
- 5.9.4.4. As per Bylaw 1.6.5., the Chairperson or two Co-Chairs, and voting members may serve no more than twelve (12) consecutive months without being ratified for a new council year.
- 5.9.4.5. Respectful Abandonment: In the event of the failure of a voting member of the committee to attend two meetings during their term either in person or by proxy, the Chair(s) may remove the member from the committee in accordance with the protocols listed in Bylaw 2.9.3.9. This clause also applies to the SOGS Food Bank and SOGS Cookbook Sub-Committees described in Section 3 of the policy manual for the GPS Committee.

## **5.9.5 Article III: Operations**

### **5.9.5.1. Managing the SOGS Food Bank**

- 5.9.5.1.1. The SOGS Food Bank Sub-Committee shall maintain the SOGS Food Bank, which shall be responsible for the adjudication of the Society's Food Bank.
- 5.9.5.1.2. The mandate of the SOGS Food Bank (and by extension the SOGS Food Bank Sub-Committee) is to fulfill part of the mandate of the GPS Committee, mainly by addressing the financial need of society members through grocery store gift cards.
- 5.9.5.1.3. The SOGS Food Bank Sub-Committee shall comprise of five (5) members, including:
  - 5.9.5.1.3.1. The Chair of the Graduate Peer Support Committee;
  - 5.9.5.1.3.2. And four (4) other members of the GPS Committee.
- 5.9.5.1.4. The members of the SOGS Food Bank Sub-Committee shall be elected by members of the GPS Committee.
- 5.9.5.1.5. The responsibilities of individual members include but are not limited to:
  - 5.9.5.1.5.1. Voting the applicants who will receive funding from the food bank in a prompt and timely manner.
  - 5.9.5.1.5.2. Make changes to the operations of the SOGS Food Bank.
  - 5.9.5.1.5.3. Attend all meetings of the SOGS Food Bank Sub-Committee.
- 5.9.5.1.6. The Food Bank vouchers are awarded to those applicants who:
  - 5.9.5.1.6.1. Demonstrate a financial need;

5.9.5.1.6.2. Provide clear explanation as to the reason they demonstrate an income deficit;

5.9.5.1.6.3. Have dependents and/or describe extenuating circumstances that may be discussed further between the members of the Sub-Committee.

#### 5.9.5.2. The creation of the SOGS Cookbook

5.9.5.2.1. The SOGS Cookbook Sub-Committee shall create the SOGS' Survival Guide to Cooking Cookbook.

5.9.5.2.2. The mandate of the SOGS' Survival Guide to Cooking Cookbook (and by extension the SOGS Cookbook Sub-Committee) is to fulfill part of the mandate of the GPS Committee by addressing the need for resource and community based recipes and tips and tricks.

5.9.5.2.3. The SOGS Cookbook Sub-Committee will comprise of four (4) members including:

5.9.5.2.3.1. The Chair of the GPS Committee;

5.9.5.2.3.2. And at least three (3) other members of the GPS Committee.

5.9.5.2.4. The members of the SOGS Cookbook Sub-Committee shall be elected by members of the GPS Committee.

5.9.5.2.5. The responsibilities of individual members include but are not limited to:

5.9.5.2.5.1. The creation of a call-out survey to the SOGS members;

5.9.5.2.5.2. Make any changes to the construction of the SOGS' Survival Guide to Cooking Cookbook.

5.9.5.2.5.3. Attend all meetings of the SOGS Cookbook Sub-Committee.