

**Music Graduate Students' Society (MGSS)
Winter 2014 General Assembly (GA)
April 15, 2014, 4:30 p.m., A-832/833**

Agenda:

- 1) Welcome (President)
- 2) Approval of agenda
- 3) Approval of minutes from Fall 2013 GA ([see attached, pp. 2–8](#))
- 4) Reports of MGSS Executive Council Officers
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Symposium Chair
 - f. Performance Representative
 - g. Research Representative
 - h. PGSS Councillors
 - i. Member at Large
- 5) Announce and welcome MGSS Executive Council Officers for 2014–2015 (Secretary)
- 6) Vote on new version of MGSS constitution ([see attached, pp. 9–15](#))
- 7) Vote on MGSS motions to bring to SSofM faculty
 - a. Motion on placement examinations ([see attached, p. 16](#))
 - b. Motion on comprehensive examinations ([see attached, p. 17](#))
 - c. Motion on graduate student finances ([see attached, p. 18](#))
 - d. Motion on employment opportunities for graduate students ([see attached, p. 19](#))
- 8) Closing remarks (President)
- 9) Start of party!

**Music Graduate Students' Society (MGSS)
Fall 2013 General Assembly (GA)
October 1, 2013, 5:30 p.m., A-832/833**

Minutes

MGSS Executive Council Officers present: Melvin Backstrom (Symposium Co-Chair), Jessica Holmes (Symposium Co-Chair), Kyle Kaplan (Vice President), Jason Noble (Member at Large), Meaghan Parker (Secretary), Jacob Sagrans (President), Solmaz Shakerifard (Research Representative) Christian Smith (Performance Representative), Kelly Symons (Treasurer)

Other MGSS members present: Carolyn Barr, Bei Burn, Kelvin Chan, Tatiana Dardykina, Dan Donnelly, Kristin Franseen, Brice Gatinet, Andrew Horwitz, Kery Lawson, Alexander Morgan, Anna Paletsis, Nina Penner, Eric Smialek, Kit Soden, Sten Thomson, Julian Vogels, Tim Wilfong, Russell Wustenberg

27 MGSS members present (23 required for quorum)

1. **Call to order:** 5:35 p.m. Jacob distributes sign-in sheets.
2. **President's welcome:** Jacob welcomes the group and thanks them for coming, introduces himself and describes the purpose of the meeting.
3. **Approval of agenda:** Jess moves to approve, Kyle seconds. All in favour – agenda passes unanimously.
4. **Approval of minutes from Winter 2013 GA:** Suggestion to have printed copies distributed – minutes are freely available online. Additionally, both Eric Smialek and Jacob have reviewed the minutes and can vouch for their completeness. Eric notes that Cynthia Leive's last name needs to be corrected, and also notes that normally at the GA we have presentations from everyone, but we started to run overtime. This is noted in the minutes but if anyone wants reports Eric has written reports from last year's members. Some minor spelling mistakes amended. Dan Donnelly moves to adopt the minutes as they stand, Mel seconds. Vote is unanimous to adopt the minutes.
5. **President's report:** Jacob describes what he has been doing so far, and what he is hoping to accomplish. As this is the beginning of year there is not a ton to report on. Biggest accomplishment so far is orientation (Kyle will describe further). Orientation events were really successful: there were three events, and a lot of people came out. Jacob notes he has enjoyed creating a new survival guide for grad students – available on the MGSS website if anyone wants to look at it. Second item he has been working on is revising the Special Projects Fund application. The application has been put on the MGSS website under the "Documents" tab. A description of the application has also been put up with the file. Any music grad student can apply, as long as the project is for the benefit of music grad students at McGill. An example of a

past initiative is a musical benefit for domestic violence survivors. Jacob encourages all to apply and welcomes new ideas: we can help out with around \$250 per event.

Jacob has also been working on updating the MGSS website with webmaster Julian Vogels. Jacob notes that there was presentation at the last GA, but draws attention to members section of the website. If interested, you can create your own personal page. This is a great way to advertise who you are, say what your research interests are – also helpful for prospective students. Nina Penner interjects, and explains that she made her page particularly nice as she's teaching a class, so if undergrad students Google her they can find her information: sort of in lieu of faculty page. Jess adds that you can do something less in depth if you are at a less developed stage of your research project, can link to advisors page. Jacob indicates that if you are interested, contact current webmaster (Julian Vogels) for info.

Jacob is also working on creating cloud storage for MGSS so we can archive important documents. Paper records in the office seem to vanish around 2000 – hoping to document our activities clearly so future students can learn from what we've done. Further, the MGSS office has moved: now right across from where the music café used to be. Dan Donnelly asks if there are people staffing the office if students want to visit. Jacob responds he is considering established office hours, stay tuned for more info, will discuss with other MGSS executive officers.

For the rest of his term Jacob will work on: further revising MGSS constitution, particularly, the descriptions of the representative positions which could benefit from clearer language; meeting regularly with the Dean and with Eleanor Stublely (director of grad studies)—Jacob will send emails calling for input from grad students to address before these meetings; working on getting grad students the opportunity to perform at Thomson House—idea is music grad students can go and perform in exchange for food and drink and opportunity to promote themselves, so far only one person has expressed interest, but Thomson House wants performers at least once per month.

Some discussion follows about whether or not it is ethical to promote our grad students playing for free. MGSS maintains we are only providing the opportunity, leaving the decision up to the individual performer whether it is worth playing for free. Discussion as follows:

Julian Vogels asks if this is morally correct—do we want to have artists playing for free? Kyle responds this is ultimately up to the discretion of the participant. There hasn't been much interest, so that speaks to it. We are just providing the opportunity. Eric Smialek wonders if we really want to prevent people from performing for free. Alex Morgan asks if any student could be able to play, not just music grad students. Jacob will ask PGSS: we don't have enough people to go around, and the performances might be more successful if they opened them up to grad students outside of music, although they are outside MGSS's purview. Alex Morgan suggests maybe interested music grad students could apply directly to Thomson House, without MGSS getting involved. Eric Smialek points out that it is helpful to have institutional support from

MGSS because if you establish a tradition backed up by a student society it's easier to organize performances. Melvin notes that Thomson House is the graduate student centre of McGill, so it makes sense for music grad students to provide music. Kit Snoden asks why there is no option to pay grads for this. Eric Smialek replies the incentive is to get the ball rolling. You need to convince the manager it's a service they need first, payment comes later. Kit Snoden asks if we could set some expectation that if it works out they should pay in the future. Discussion moves on in the interest of time, but this matter will further discussed later.

6. Vice-President's report: Kyle introduces himself and his position, and describes the orientation events that just occurred. Compared to past years the events were really well attended, people seemed to have a good time. There was a good variety of activities. If you have any suggestions for improvements for next year, please let Kyle know.

MGSS has discretionary funds from PGSS for events. Kyle reminds group of Library After Hours (LAH): these are open mic nights, open to anyone in the school, and a forum for all to perform, including research students. LAH is very fun and free wine and food are provided. MGSS also has funds for other events. Kyle is looking to set up a special events committee made up of himself, the performance rep, and two more music grad students. MGSS is looking for recruits for this year. Last year, the special events committee organized a smaller non-academic lecture, a workshop on self-promotion, and a workshop on musicians' health. Kyle has been toying with the idea of having MGSS host music and film screenings. Christian notes that Jillian Michael is interested in being on the special events committee. Kyle invites ideas about what events music grad students would like MGSS to host.

Kyle also calls for volunteers to be willing to do snacks for colloquium. We want someone participating in the colloquium to manage food. This can be done on rotational basis. Jacob indicates that if you are interested, speak to Kyle after the meeting.

7. Treasurer's report: Kelly Symons introduces herself and describes her position. Kelly describes where our money comes from: each term, every music grad student pays \$10 in fees to MGSS. We take that money and use it to create events for you. MGSS also uses it for the Special Projects Fund. On that topic, Kelly reminds that anyone who has an interest in proposing special events should keep all their receipts—they are needed in order to be reimbursed. Kelly emphasizes that if you spend any money on behalf of MGSS, make sure you have approval first and keep your receipts. Kyle assures everyone that Kelly is exceptionally quick at reimbursing!

8. Symposium Co-Chairs report: Jess and Mel introduce themselves, and announce that the Symposium is booked for March 21-23 and is open to grad students in all disciplines. Jess describes the Symposium: generally we host students from across US and Canada. Normally presentations take the shape of regular conference papers, but we have had lecture recitals in the past. We also host a keynote speaker. There are numerous ways to get involved: in a few days Jess and Mel will be sending out an email soliciting volunteers to help. Volunteers can serve on

the abstract reading committee, help select the keynote speaker, help with setup and food, or help organize the Symposium dinner. Jess and Mel welcome suggestions and input during the early planning stages. Mel points out that if you are interested in the ins and outs of conferences, volunteering to help out with Symposium is a good experience. Jess notes that they made sure the date didn't conflict with the University of Toronto's music grad student conference or the Society for American Music or Society for Ethnomusicology conferences. Also, for the first time Symposium will be held in A-832/833, a much more appropriate venue than Clara Lichtenstein Hall. Eric Smialek asks for more info volunteer tasks for Symposium, Jess notes that this info will be relayed shortly via email.

9. Performance and Research Representatives report: Christian introduces himself. His responsibilities include: serving on the MGSS events committee, and attending the Schulich School of Music performance subcommittee (monthly meetings of members of the performance faculty). Christian communicates with each of the performance area representatives: we don't have any now but will be voting on them later.

Solmaz introduces herself: she attends the Schulich School of Music research subcommittee meetings (monthly meetings of members of the research faculty). She will be in touch with area reps from each research area. In the subcommittee meetings they discuss concerns and issues relevant to the research department and approve thesis proposals for doctoral and masters students.

10. Association pour une solidarité syndicale étudiante (ASSÉ) presentation: Benjamin Gingras introduces himself as finance secretary of ASSÉ, notes we may have heard of them back in 2012 under the name of CLASSE. Benjamin describes what the organization is, their struggles. In 1946 the Union Nationale des Étudiants de France released the Charte de Grenoble, which sees the student as a young intellectual worker. As workers we have the right to be organized as a union. In February 2001 ASSÉ was founded in Sherbrooke, Quebec in opposition to Fairtrade agreements and globalization. It was preceded by other organizations—the combative wing existed since 1968 in different forms. In the 2005 student strike, ASSÉ helped popularize the red square. By the end of the strike, ASSÉ had around twenty student associations as members. Now ASSÉ has over forty student association members, representing over 70,000 students. The ASSÉ has six core principles (available on their website) that any student association that affiliates with ASSÉ must abide by.

ASSÉ holds three congresses minimum per year, and hopes that consensus emerges in congresses. ASSÉ's campaigns are based on decisions made in congresses. ASSÉ aims to establish relationships between students and our adversaries (e.g.: the government).

ASSÉ promotes permanent mobilization: students are constantly informed of issues, and we don't wait for a crisis to form to act. They have a newspaper: the Ultimatum. An English version will be published in coming months (first in the history of the ASSÉ). Also, ASSÉ is the only

officially feminist student association in the province, because women are always disproportionately affected by any social policy and education is an effective form of emancipation of women. There is a women's committee that addresses feminist issues in the ASSÉ: they have a right to make motions in the congress.

ASSÉ's current major campaign is against governmental austerity measures. They are continuing the 2012 strike by campaigning for free tuition. They are addressing the Parti Québécois' recent cuts to social programming, the indexing of tuition fees to inflation, and the increasing cost of Hydro Quebec.

Membership in the ASSÉ is always an open door: we are interested in combining with any organization that shares our goals. But if not, there is no pressure to join or stay a member of ASSÉ. Although ASSÉ has grown, it is not just interested in a high membership number. ASSÉ's interest is rather in grouping combative student associations that share principles, towards a more liberal perspective of how society should be run. For more info, the ASSÉ website is www.austerite.org/fr (English version will be up soon).

Jacob inquires about any important upcoming ASSÉ events. Benjamin notes that in mid October ASSÉ is having a "training camp" (workshops) on austerity and feminism and union organizing. Anyone is welcome to come. There was a protest last week over hydro fees. Protests will happen in November throughout the province in support of ASSÉ's campaigns concerning tuition fees and austerity.

Jacob inquires how an affiliation with ASSÉ would work. Benjamin explains that every student organization has unique ways of doing things. McGill Art History joined last year and there are starting to be some Anglophone student associations. Affiliation can be done by referendum or General Assembly. It is necessary for members of the student organization in question to agree to ASSÉ's six core principles. The GA must be recognized as sovereign for decision making. Jacob suggests that maybe we can consider having a vote, and will call for input from music grad students via email. Benjamin notes that Fine Arts at Concordia voted to have an info session on affiliation before having a vote.

11. Vote on 3 PGSS councilors: Jacob explains that these are executive positions. If you are elected, you will go to PGSS council once a month on Wednesday evenings to discuss matters of importance to all graduate students at McGill. Mel notes that you also get free food at council meetings! Also, this is a good chance to meet grad students from other faculties. You must have high tolerance for procedural wrangling. If you are into politics/parliamentary stuff, it can be quite interesting/fund.

Jacob mentions PGSS has been doing a lot about funding for grad students. Mel adds that you get a lot of info on what issues are facing grad students throughout the university. Jacob further adds that they will sometimes pass symbolic motions: recently passed a motion against the

Chartre des valeurs. PGSS councilors also attend MGSS meetings once every month to report on PGSS.

Sten Thomson, Tim Wilfong, and Kery Lawson nominate themselves for the three open PGSS councilor positions. Quorum is evaluated: 31 present including execs. Jacob confirms that we can vote. Jacob moves that we vote for all three councilors at once, as there are only three candidates and three open positions. Eric Smialek moves to adopt this motion – Jess seconds. The three candidates leave the room. Vote takes place at 18:36. Vote is unanimous to elect all three candidates.

The first PGSS council meeting is tomorrow evening! Email will be sent to new councilors with more details.

12. **Vote on area representatives:** Jacob explains that area representatives attend area meetings once a month where they go and provide input from a grad student perspective. Area reps are expect to talk to students within their area and get input to relay to their faculty. Ideally Christian and Solmaz would take what you are doing to the research and performance subcommittees too. Area reps will be in touch with the performance and research representatives. Kyle adds that time requirements are minimal. The following individuals volunteer for area rep positions:

- Brice Gatinet (composition)
- Julian Vogels (music technology)
- Nina Penner (musicology)
- Alex Morgan (music theory)
- Sound Recording (no volunteers)
- Evan Bowen (percussion)
- Carolyn Barr (winds)
- Kelvin Chan (music education)
- Tim Wilfong (voice)

There are no volunteers for the choral area, which seems to no longer exists (Jacob will look into modifying the constitution to reflect this). There are no volunteers for the string area.

Jacob mentions that there are also committees outside of areas that grad students serve on, such as the library committee and the concert committee. Questions from the group arise about the the “physical development committee”: Jacob explains it has to do with our facilities at the Schulich School of Music. Jason asks if it is possible for someone who is not a member of one of the areas to be nominate for that area representative position. Jacob notes he will need to check the wording of the constitution, but ultimately it is more ideal to have area members. Kyle asks for any other volunteers. People enquire about the concert committee. Jacob understands it has to do with organizing and programming concerts. Tim asks how vacant positions remaining after the GA will get filled. Kyle explains that we can appoint unofficial acting representatives. Jacob adds there can be online voting.

Further volunteers are found for:

Concert committee: Kit Soden

Kelly Symons: Academic Committee on Teaching and Programs

Meaghan moves to vote to elect all candidates as an individual slate. Mel seconds.

Vote is held blindly, all members close their eyes to vote on volunteers. Vote is unanimous to elect all candidates for area/committee representative positions.

13. **Additional business/question period:** Julian asks whether MGSS has a statement about what we represent politically. Jacob responds that we have a constitution, but it depends on what you mean by politically. Tim inquires if we have a statement of values. Jacob explains that such matters would be discussed on a case-by-case basis, they can be voted on in motions MGSS GAs. We are receptive to student issues. Tim Wilfong asks what the relationship is between MGSS and PGSS in terms of joining another organization such as ASSÉ – Jacob will look in to it, but it's likely possible, as art history did it. Benjamin interjects that there are several associations that are associated with ASSÉ and also with other unions—belonging to one doesn't necessarily preclude belong to the other. PGSS would not be affiliated if we joined. Tim asks for clarification: are we under PGSS? Yes. Mel explains that we could affiliate with ASSÉ if we want, as not all our decisions are governed by PGSS.

14. **Closing comments:** Jacob asks for newly elected representatives to give him their contact information. Christian moves to adjourn. Mel seconds. All in favour.

Constitution of the Music Graduate Students' Society

Last updated April 15, 2014

Article I - Name

The name of this organization shall be: The Music Graduate Students' Society (MGSS), hereinafter referred to as: The MGSS.

Article II - Objectives

2a: McGill University collects and distributes membership Student Life Fund fees for the from MGSS members. The Post-Graduate Students' Society of McGill University (hereafter referred to as PGSS) distributes money from the Student Life Fund to the MGSS. The MGSS Executive Council (see Article 4) will decide how membership fees (see Article VII) the money MGSS receives from the Student Life Fund is are spent according to the interests of the MGSS membership, following the rules and regulations of the PGSS.

2b: The MGSS Executive Council will organize and run events on behalf of the MGSS membership. These will include the annual Symposium, a General Assembly each semester, and social events during Orientation Week at the beginning of the Fall term. Other past events have included the following (note that future councils will create new events as well):

- The Event Series (events that may be proposed by any MGSS member according to the guidelines given in the Event Series Mission; see Article 6d).
- "The Library: After Hours" Open-mic Concert Series
- Workshops, which may be held jointly under the auspices of the Doctoral Colloquium Series.

2c: The MGSS will represent the interests its members (see Article 3).

Article III - Membership

All graduate students currently registered in the Schulich School of Music are members of this Society. In accordance with PGSS membership, this includes Post-Doctoral students but does not include Licentiate students. The MGSS shall not discriminate in any way deemed unlawful or inappropriate by the PGSS constitution, or McGill University policies ethics guidelines.

Article IV - Officers of the Executive Council

4a: The Officers of the MGSS shall be referred to collectively as the Executive Council. These Officers include the President, Vice-President, Secretary, Treasurer, Symposium Chair, a Member-at-Large, a number of PGSS Representatives (the number is subject to change depending on how PGSS Council sets council membership), and a Representative each for the Department of Music Research ("Research Representative") and the Department of Performance ("Performance Representative").

4b: The Executive Council shall hold office for one year. An annual turnover of the Executive Council will take place no later than May 31 at which time the newly elected Officers executive will assume the responsibilities and duties of their positions as detailed in article 4fe. Members Officers of the Executive Council may be re-elected if they choose to run for office again and are re-elected by the members of the MGSS in accordance with Article 9.

4c: All Officers members of the Executive Council are required to attend meetings called by the President. Absences are excusable with prior notice via email. Otherwise, three consecutive

unexcused absences will be grounds for forced resignation upon a unanimous vote by the Executive Council.

4d: Quorum at Executive Council meetings shall be 50 percent of Officers of the Executive Council. A co-officer pair (see Article 4e) counts as one person for the purposes of calculating quorum at Executive Council meetings.

4e: Two people may share the duties of an Executive Council Officer position if they run for the position together and are elected. A co-officer pair has only one vote for each matter voted upon by the Executive Council or any other committee(s) where the co-officer pair has voting privileges. If the two co-officers sharing a position disagree on a matter to be voted on, they must abstain from voting. Only one person in any co-officer pair is required to attend meetings within the portfolio of the Executive Officer position the pair holds (see Article 4f).

4fe: The duties of the Officers shall be as follows:

All positions: Attend periodic MGSS Executive Council meetings (scheduled on an ad hoc basis depending on need); make and vote on motions regarding MGSS policies, spending, and events; brainstorm new initiatives that would benefit the music graduate community such as workshops and events.

President: Call and run MGSS Executive Council meetings and General Assemblies including drafting the agendas; oversee relations with the Schulich School of Music and PGSS; meet periodically with the Dean and Director of Graduate Studies as needed; attend select events (e.g. Orientation) and deliver short speeches when needed; manage the Special Projects Fund (discretionary) applications; verify that assigned tasks are carried out; attend and vote on non-confidential matters at monthly meetings of the Faculty Council of the Schulich School of Music, representing the needs and interests of all music graduate students at McGill; attend meetings of the Academic Committee on Teaching and Programs (ACTP) of the Schulich School of Music as a non-voting member on an as-needed basis; oversee the election process for Officers of the Executive Council for the follow year.

Vice-President: Chair the Event Series Sub-Committee (~~which includes a Performance Representative and two student volunteers, one each from the Departments of Performance and Research~~), which is charged with initiating and determining suitable events and then before organizing, advertising, and executing them; assume the duties of the president in the president's absence; organize annual orientation/welcome events the week before classes begin.

Secretary: Keep minutes of MGSS Executive Council meetings and General Assembly, distribute them within at least one week prior to the subsequent Executive Council meeting or General Assembly, and pass them to the webmaster to be posted on the MGSS website; schedule MGSS meetings at the President's request; create any kind of documents needed for the MGSS Executive (e.g. letters, forms); archive records of MGSS activities and ensure a transfer of these records to the next Secretary; check the MGSS email and voice mail box at least once every two days; assist the President in organizing elections for Officers of the Executive Council for the following year; respond to email inquiries and forward email information to graduate students within two days of receipt. The email password may be given to other members of the executive to facilitate frequent access of emails.

Treasurer: Maintain a bank account for the use of the MGSS; (~~organize paperwork and keep a spreadsheet with all MGSS expenses~~); maintain records of all transactions of said account (as hard copies of receipts) and ensure a transfer to the next Treasurer of the MGSS; check the

MGSS mailbox; correspond with the Student Life Coordinator of the PGSS to ensure that all events meet with the approval of the PGSS, to request funds, and submit copies of all receipts; submit the previous year's approved budget to the Student Life Coordinator **within two weeks of its approval** and draft a prospective budget for the following year that will be approved at the last General Assembly of the year; **ensure all financial accounts and records are transferred to the next Treasurer of the MGSS**.

PGSS Representatives: Attend one meeting of the PGSS Council per month; discuss and vote on issues affecting the PGSS as a whole, **representing the needs and interests of all graduate students within the Schulich School of Music.**

[Department of] Performance Representative: One graduate student belonging to the Department of Performance; the Performance Representative is required to attend the monthly meetings of ~~the Schulich School's Academic Committee on Teaching and Performance (ACTP)~~ and the Schulich School of Music's ~~Graduate Performance~~ Department of Performance Graduate Sub-Committee, **voting on non-confidential matters and representing the needs and interests of all graduate students in the Department of Performance [of the ACTP] (GMRS)**; sit on the MGSS Event Series Committee (see Article 6d); **attend meetings of the Schulich School of Music's Academic Committee on Teaching and Programs (ACTP) as a non-voting member on an as-needed basis**; in collaboration with the President, communicate regularly with student Area Representatives and faculty Area Chairs to ensure agreements on how often and in what capacity students will attend area meetings; encourage Performance student Area Representatives to solicit feedback, suggestions, and ideas from students their area. One semester in advance, in coordination with the Music Undergraduate Student Association (MUSA), the Performance Representative must decide with MUSA upon the dates of the online practice-room sign-up period that will be in effect for the semester to come. At the beginning of the next semester, the Performance Representative (or the incoming Representative in Fall semester) will notify graduate students of the process and its deadlines through the gradstudents@music.mcgill.ca listserv.

[Department of Music] Research Representative: One graduate student belonging to the Department of Music Research; the Research Representative is required to attend meetings of ~~the Schulich School of Music's Academic Committee on Teaching and Programs (ACTP)~~ and the Schulich School's ~~Graduate Music Research~~ Graduate Sub-Committee ~~[of the ACTP] (GMRS)~~, **voting on non-confidential matters and representing the needs and interests of all graduate students in the Department of Research**; sit on the MGSS Event Series Committee (see Article 6d); **attend meetings of the Schulich School of Music's Academic Committee on Teaching and Programs (ACTP) as a non-voting member on an as-needed basis**; in collaboration with the President, communicate regularly with student Area Representatives and faculty Area Chairs to ensure agreements on how often and in what capacity students will attend area meetings; encourage Research student Area Representatives to solicit feedback, suggestions, and ideas from students their area.

Member-at-Large: The Member at Large has no official function within the MGSS structure other than to be present and vote at **Executive Council** meetings, contribute to discussion and debate, and participate on task forces or special committees if and/or when needed. The extent to which the Member at Large is involved in various special committees and event planning is dependent on the structure of the current year's council. In past years, the Member at Large participated mostly in event planning committees such as end-of-term parties, general assembly

food planning, and the organization of a small reception (snacks and coffee) after each Doctoral Colloquium.

Symposium Chair: The role of the Symposium Chair is to head the organization of the annual MGSS Symposium. This is a prestigious event which includes a keynote address delivered by a respected university professor or a senior member of the world-wide community of music research, as well as student presentations given by students from both inside and outside of McGill. The main responsibilities include: managing the call for papers and correspondence, organizing and liaising with the keynote speaker, assuring all rooms and facilities are available, booking travel and accommodation, maintaining the Symposium website, and producing the content for the programmes and other publicity.

The Symposium Chair is also responsible for assembling a team of volunteers to help with tasks such as catering, budget, posters and printing, and putting together a blind reading panel who will choose the abstracts for the conference. Work on this project starts around October in preparation for the Symposium in March. The Symposium chair is a voting member of the MGSS executive committee and participates in all meetings and in other events.

All things that are not mentioned here shall fall to the Executive Council.

Article V - Area Representatives, Committee Representatives, and Other Non-Executive Positions

5a: It may be possible for an Executive Council member to fulfil a non-executive position defined in this article (e.g., a PGSS Representative may double as the Webmaster).

5b: Two people may share the duties of an Area Representative, Committee Representative, or other non-Executive position if they run for the position together and are elected. A pair sharing the duties of a position has only one vote for each matter voted upon by committee(s) granting voting privileges to that position. If the people sharing a position disagree on a matter to be voted on, they must abstain from voting. Only one person in any pair is required to attend meetings within the portfolio of the position the pair holds (see Article 5c).

5bc: The following positions will be elected but will not be considered part of the Executive Council:

- i. **Area Representatives:** These positions require representatives to attend and vote on non-confidential matters in faculty meetings for their respective areas. Area Representatives are expected to keep in regular contact with students in their areas, relay input from other students to the faculty in their respective areas, and vote to reflect the needs and interests of all graduate students within their respective areas. ~~They are as follows:~~ There are representatives for the following areas:

Music Technology, Composition, Musicology, Music Theory, Sound Recording, ~~Choral~~, Strings, Brass, Winds, Percussion, Piano, Voice, Organ/Church Music, Jazz, Music Education, Early Music, **Conducting** ~~Information Systems and Technology, Library, Physical Development (Building Manager), Academic Committee on Teaching and Programmes, Concerts & Publicity.~~

- ii. **Committee Representatives:** These positions require representatives to attend and vote on non-confidential matters in meetings of standing committees of Faculty Council of the Schulich School of Music. Committee Representatives are expected to relay input from other music graduate students to their committees and vote to reflect

the needs and interests of all graduate students within the Schulich School of Music. There are representatives for the following committees:

The Library Advisory Committee, the Academic Committee on Teaching and Programs, the Concert Committee

iii. **Other nNon-Executive pPositions:**

Webmaster: Maintain a publicly available list of “Executive Councils and Representatives”; keep a current list of all MGSS-related positions and the individuals who fill them; assist the Symposium Chair with posting the call for papers and schedule online; maintain a student directory and solicit responses from MGSS members at least once per semester.

5c: The Executive Council may appoint MGSS members to form a sub-committee separate from the Council, tasked with a specific goal (e.g., managing Event Series applications).

Article VI - MGSS Sub-Committees

6a: The Executive Council may appoint MGSS members to form a sub-committee separate from the Council, tasked with a specific goal (e.g., managing Event Series applications).

6b: Unless the Executive Council decides otherwise, at least one member of an MGSS sSub-committee should be from the Executive Council in order to report sub-committee activities during meetings of the Executive.

6c: The chair of newly formed sub-committees will be appointed by the President.

6d: The Event Series Sub-Committee will be an annually formed sub-committee whose mandate will be to initiate, organize, advertise, and execute events for the MGSS membership. The Vice-President chairs the Event Series Sub-Committee, and the membership includes the Vice-Present, the Performance Representative, one graduate student volunteer from the Department of Performance, and one graduate student volunteer from the Department of Research. The Event Series differs from the Special Projects Fund in that the Event Series sponsors events run by the MGSS while the Special Projects Fund helps partially fund events not run by the MGSS.

Article VII - Finances and mMembership fees

7a: -McGill University shall collect Student Life Fund fees from MGSS members on behalf of the MGSS.

7b: In addition the MGSS shall seek funding directly from the PGSS in accordance with that body's funding guidelines, if deemed necessary. This happens annually with funding applications for the MGSS Symposium.

7c: The fiscal year of the MGSS shall begin with each turnover of the Executive (see Article 4b).

7d: The MGSS shall maintain a chequing account with two joint signing officers, the Treasurer and the President. The MGSS Ppresident shall forward the name and contact information of these two (2) signing officers to the PGSS Student Llife Coordinator no later than September 30th after the start of the fiscal year.

7e: ~~Both the budget and the final annual financial statement shall be approved annually by the MGSS at the General Assembly (GA): a projected budget at the Fall GA and a final budget at the Winter GA.~~ Budgets and financial statements shall be presented and approved by a majority vote in favour at MGSS General Assemblies (see Article 8): at the Fall term General Assembly, the

prospective budget for the current fiscal year shall be presented, amended as needed, and approved, and the previous year's financial statement shall be presented; at the Winter term General Assembly, the final financial statement for the ending fiscal year shall be presented and approved, and a prospective budget for the new fiscal year shall be presented, amended as needed, and approved. The newly elected or re-elected President shall forward the approved budget and final annual financial statement of the previous financial year to the PGSS Student Life Coordinator no later than September 30th.

Article VIII - General Assemblies

8a: There shall be at least one General Assembly of the MGSS per semester. The Executive may call to order more than one General Assembly per semester if necessary.

8b: The General Assembly shall be called by decision of the MGSS Executive Council.

8c: Members of the MGSS outside of the Executive Council may call to order a General Assembly in special circumstances through a petition containing 15% of the general membership of the MGSS.

8d: Notice of a General Assembly shall be given at least one week before the meeting.

8e: Quorum for the General Assembly shall be 7% of the general membership of the MGSS. MGSS members who are present at the General Assembly but abstain from voting cannot be counted towards quorum.

8f: All motions shall be passed upon a simple majority of 50% + 1 vote, except amendments to the MGSS Constitution which are detailed in Article XI of this Constitution.

Article IX - Elections for Executive and non-Executive positions

9a: Elections for Executive Council Officers shall be held once per year, with results of the election disseminated to MGSS members no later than the last day of classes in the Winter semester. Results for the Executive Council elections shall be forwarded to PGSS Student Life Coordinator by the President within two weeks of the end of elections.

9b: Elections for Area Representatives, Committee Representatives, and other non-Executive positions shall be held once per year in the Fall semester before the end of October.

9bc: Prior to any election, MGSS shall advertise a nomination period of at least one week's duration. Notice of open positions shall be given at least two weeks in advance of the election.

9ed: Any member of the MGSS may nominate him or herself to run for an open position or may nominate another MGSS member. MGSS shall notify all nominees of their nomination when the nomination period has ended, giving nominees at least 48 hours to accept or decline their nomination. Upon accepting a nomination, the nominee becomes an official candidate in the election. On-the-spot nominations are permissible if voting occurs during a General Assembly. seek election for open positions.

9de: MGSS elections will ordinarily use the online voting system provided by PGSS, which shall be open for voting for at least 72 weekday hours. Alternatively, secret ballots can be used during the General Assembly which shall be counted in the presence of at least two other non-candidate members.

9f: MGSS members shall vote on each position separately; slates of candidates to fill multiple positions are not permitted. MGSS members may vote in favour of only one candidate or co-candidate pair per open position, or may abstain from voting.

9g: Quorum for elections shall be 7% of the membership of the MGSS. Votes of abstention do not count towards quorum.

9h: The candidate or co-candidate pair earning a simple majority of votes for any given position wins the election. In the event of a tie, a re-election will be conducted where MGSS members are asked to vote for one of the tying candidates or co-candidate pair(s).

9e*j*: Vacancies during the course of the year shall be filled with a by-election following the regular election procedure. This shall take place after the first General Assembly.

9f*j*: Interim Executive Council Officers members may be appointed by the MGSS President to fulfil urgent duties but may not hold office for more than one month without being elected in a by-election or at the next General Assembly.

9g*k*: Any Executive Council Officer member or person holding a non-Executive position may resign at any time by providing email notice to the entire Executive Council.

9h*l*: The Resignations of an MGSS Executive Council Officer or a person holding a non-Executive position may be forced through a unanimous vote (minus the person in question) of the Executive Council.

9i*m*: Censure: The Executive Council may issue a warning before voting to force a resignation. This is optional, however, not required.

Article X - Affiliation

10a: The MGSS shall be affiliated with the PGSS as outlined in the PGSS Constitution.

10b: The MGSS may choose to be affiliated with other bodies as its membership sees fit, following a majority vote in favour at a General Assembly.

Article XI - Adoption and Amendments

11a: Amendments to the MGSS constitution shall be ratified by open ballot at a General Assembly and shall pass by a 2/3 majority of those present.

11b: Notice of proposed amendments shall be posted at least one week before the General Assembly.

11c: Any changes to the constitution shall be forwarded by the President to the PGSS Student Life Coordinator within one (1) month of their ratification.

Motion on placement examinations

WHEREAS placement examinations are part of the degree requirements in several areas within the Schulich School of Music;

WHEREAS poor performance on placement exams can lead to an increase in the number of courses music graduate students are required to take, which can lengthen the amount of time it takes students to complete their degrees, causing significant academic and financial stress, and;

WHEREAS it has become a standard practice to provide students with practice exams to help them prepare for major tests (e.g.: SAT, GRE, MCAT, LSAT, etc.) and many students have come to rely on practice tests as an integral part of their study process:

BIRT MGSS advocate for the music faculty to mandate that each area requiring its graduate students to take placement exams give students access to the questions and prompts for at least one complete set of practice exams in the same format as the area's actual placement exams, and that the existence of and access instructions for these practice placement exams be advertised in communications notifying students of their placement exam requirements;

BIFRT MGSS advocate for the music faculty to mandate a minimal amount of time areas must give their students to study between notification of their placement exam requirements and the actual taking of the exams (preferably two months) and a minimal amount of time for students to take the exams (preferably two months), and;

BIFRT MGSS advocate for the music faculty to develop clear policies for when, under what circumstances, and how students may delay or re-schedule the dates of their placement exams, and that reasonable accommodations be made for students dealing with illness or disability (of either themselves or a close family member), family crises (death, divorce, etc.), and for students who are pregnant or new parents.

Motion on comprehensive examinations

WHEREAS comprehensive examinations are part of the degree requirements in several areas within the Schulich School of Music;

WHEREAS poor performance on comprehensive exams can lead to graduate students being required to retake exams, which can lengthen the amount of time it takes students to complete their degrees, causing significant academic and financial stress, and;

WHEREAS it has become a standard practice to provide students with practice exams to help them prepare for major tests (e.g.: SAT, GRE, MCAT, LSAT, etc.) and many students have come to rely on practice tests as an integral part of their study process:

BIRT MGSS advocate for the music faculty to mandate that each area requiring its graduate students to take comprehensive exams give all students currently enrolled in the area access to the questions and prompts for at least one complete set of comprehensive exams in the same format as the area's actual comprehensive exams, and that the existence of and access instructions for these practice comprehensive exams be advertised alongside the comprehensive exam requirements listed in the Graduate Music Handbook;

BIFRT MGSS advocate for the music faculty to mandate a minimal amount of time areas must give their students between the scheduling of the dates of their comprehensive exams and the actual taking of the exams (preferably two months), and;

BIFRT MGSS advocate for the music faculty to develop clear policies for when, under what circumstances, and how students may delay or re-schedule the dates of their comprehensive exams, and that reasonable accommodations be made for students dealing with illness or disability (of either themselves or close family members), family crises (death, divorce, etc.), and for students who are pregnant or new parents.

Motion on graduate student finances

WHEREAS the cost of attending McGill for a graduate degree in music depends on many factors (including citizenship, residency status, length of time to degree completion) and can therefore be challenging to determine, and;

WHEREAS having an accurate portrayal of the cost of attendance is often crucial for prospective graduate students when deciding whether or not to apply to or enroll at McGill, and when negotiating funding offers:

BIRT MGSS advocate for the music faculty to make information publically available (on the internet and in admissions materials) on the approximate total tuition and fees graduate students can expect to pay while enrolled at the Schulich School of Music, taking into account differences in tuition and fees between programs (master's vs. doctoral, performance vs. research), differences in tuition and fees for Quebecois, out of province, and international students, and the average amount of time it takes students to complete their degrees.

Motion on employment opportunities for graduate students

WHEREAS many graduate students wish to gain work experience in their field while studying at the Schulich School of Music;

WHEREAS having relevant work experience in addition to a degree is often crucial in obtaining jobs in music;

WHEREAS the Schulich School of Music has few instructor, teaching assistant, and research assistant positions tailored to performance students, and;

WHEREAS the provincial government has recently cut McGill's budget substantially, which has limited the amount of scholarships McGill can offer and has required graduate students to increasingly turn to other means (such as paid work) to finance their studies, and;

WHEREAS information about employment opportunities for graduate students within the Schulich School of Music is not centralized, and some students are likely not aware of opportunities they could take advantage of:

BIRT MGSS advocate for the music faculty to establish a centralized source (a website, ideally) where graduate students can find information about all the employment opportunities available for them within the Schulich School of Music, and;

BIFRT MGSS advocate for the music faculty to work to establish more paid teaching opportunities tailored to graduate students in performance.