# TABLE OF CONTENTS

## 01 ABOUT US
- Our Mission and Campaigns
- Meet the UTGSU Executive
- Committees and Caucuses
- Levy Groups

## 02 Health and Dental Insurance
- Health and Dental 101
- Mental Health Resources

## 03 Funding
- Black Graduate Student Excellence Bursary
- Conference Bursary
- Graduate Community Development Fund
- Conference and Academic Engagement Grant
- Donation Requests
- SGS COVID-19 Emergency Grants and Loans

## 04 Advocacy and Conflict Resolution

## 05 Get Involved
- Join Your Course Union
- Join a Committee or Caucus
- Follow Us on Social Media
- Contact Us
ABOUT US
GET TO KNOW THE UTGSU

THIS IS WHAT A
GRAD STUDENT LOOKS LIKE

UTGSU
OUR MISSION AND CAMPAIGNS

The UTGSU is a voice for over 18,500 students as well as a platform for community building and services. Your fees to the UTGSU enable us to advocate on your behalf and to support Graduate Students.

The UTGSU represents students’ issues and advocates to the University and all three orders of government on behalf of the student body. Campaigns and advocacy are led by the UTGSU Executive Committee in close consultation with Caucus-es, Committees and General Council Members.

The Executive Committee is currently implementing the following six campaigns for the 2020/2021 academic year:

Black Grad Students’ Matter
Covid-19 Tuition Relief
Prioritizing Mental Health on Campus
Addressing Food Insecurity
Better Transportation
Free Daycare on Campus

For more information or if you are interested in working on one of these campaigns with us, please email info@utgsu.ca
MEET THE EXECUTIVE COMMITTEE

Dhanela Sivaparan
Academics and Funding Commissioner Divisions 1&2
academics1and2@utgsu.ca
The Academics and Funding Commissioners provide guidance and advocacy for students who may encounter any number of institutional barriers to their academic success. Are you a student from Divisions 1 & 2? Have you been the subject of unfair treatment by your graduate unit, encountered difficulties in receiving funding instalments, or if you need assistance navigating any of the university’s various support systems you can contact Dhanela for support.

June Li
Academics and Funding Commissioner Divisions 3&4
academics3and4@utgsu.ca
Our Academics and Funding Commissioners are responsible for helping members to address academic and funding issues, and for advocating for increased funding resources and academic processes and protections that help graduate students. Are you a student from Divisions 3 & 4 and need help submitting a funding complaint or having issues getting feedback from your supervisor? Email June or come to her office hours to talk about a solution!

Danielle Karakas
Civics and Environment Commissioner
civics@utgsu.ca
The Civics Commissioner is in charge of promoting activities that aim to make UofT a more sustainable and environmentally friendly community, as well as encouraging civic engagement amongst graduate students. These initiatives are fostered in both the Environmental Justice and Sustainability committee and the civics committee. Interested in joining these committees? Email Danielle for more information.
Jacqui Spencer
External Commissioner
external@utgsu.ca
The External Commissioner is the chair of the Equity and Advocacy Committee, is in charge of the Mobilization Working Group, and is the main liaison between the UTGSU and external bodies. Contact Jacqui for any inquiries in equity or advocacy based UTGSU initiatives, for information on what external resources and organizations UTGSU members have access to, for information on provincial and federal student policies and affairs, and for information on how the UTGSU can support your own advocacy initiatives.

Lynne Alexandrova
Internal Commissioner
internal@utgsu.ca
The Internal Commissioner is responsible for preparing and organizing UTGSU Council and Executive meetings, chairing both the Policy and Operations Committee and the Building Management Subcommittee, managing records of proceedings, and looking after our Bylaw and Policy Handbook updates as well as agreements with levies and constituents. Email Lynne to join the conversation!

Lwanga Musisi
University Governance Commissioner
governance@utgsu.ca
The University Governance Commissioner acts as a liaison between the UTGSU and the University of Toronto administration by representing the UTGSU on various University of Toronto committees. Do you have governance and or representation concerns in your department? Feel free to email Lwanga for your collective voice to be heard.
OUR COMMITTEES

Civics Committee
civics@utgsu.ca
The Civics Committee coordinates efforts to deal with issues of civic engagement in all forms. The committee engages in campaigns and initiatives that students face and aims to increase engagement and campus-wide involvement in democratic governance.

Environmental Justice and Sustainability Committee
civics@utgsu.ca
The EJSC tackles issues of environmental justice and promotes sustainable policies and practices undertaken by the UTGSU. They also partner on events and campaigns related to environmental justice and sustainability.

Equity and Advocacy Committee
external@utgsu.ca
The Equity and Advocacy Committee discusses issues of social justice within the Graduate student community. The EAC engages in campaigns to combat all forms of discrimination and social inequality that intersects with the University of Toronto and the wider community.

Finance Committee
finance@utgsu.ca
The Finance Committee is mandated to oversee UTGSU funds and finances. The Finance Committee works in collaboration with the UTGSU Finance Office and Executive Committee to prepare the Union’s annual budget and financial estimates.

Gradminds Mental Health Committee
www.gradminds.ca
Grad Minds promotes graduate student mental health and wellbeing. They provide mental health education through programs, initiatives, and events that focus on personal skill development, psychological resilience, self-care practices, and de-stigmatizing mental health problems.

Policy and Operations Committee
internal@utgsu.ca
The Policy and Operations Committee is the body that coordinates efforts related to policy implementation and the promotion of policies and operations that the Union has decided to undertake. This committee is open to all members and anyone interested should contact the chair to get involved.

Research, Education, and Governance Committee
governance@utgsu.ca
The Research, Education and Governance (REG) committee is set to coordinate the work of Council on all matters of an Academic nature within the University, as well as serve as the body to organize all Union activity within the University’s Governance structure. The REG committee coordinates the work of Council on all advocacy work related to University policy, both academic and non-academic, guided by their voted upon Legislative Program.
OUR LEVY GROUPS

Bikechain
Bikechain is a student-supported, on-campus educational bicycle shop. With the support of students, they have taught over 35,000 people how to fix their bikes and ride safely since 2005.

Centre for Women and Trans People
The Centre for Women and Trans People at UofT is committed to providing a safe, harassment-free drop-in space for all women and trans people on campus. We provide free support, referrals, resources and advocacy on issues of sexism, racism, homophobia, transphobia, ableism, ageism, violence, health and poverty through our workshops, events, services, and programming.

Downtown Legal Services
Downtown Legal Services (DLS) is a legal clinic run by U of T law students and supervised by lawyers. They offer confidential service and representation for landlord and tenant matters, small claims, academic appeals, employment issues, social assistance appeals and other legal matters. Full and part-time students have access to notaries at no (or nominal) charge.

Ontario Public Research Group (OPIRG)
OPIRG Toronto is an intersectional grassroots volunteer-based group. They empower, educate, and engage students through free, accessible skills-based workshops, research opportunities, crisis supports and access to emergency funds, a clothing bank, publishing opportunities, social and environmental justice advocacy, multi-disciplinary learning opportunities, and a space to work for social change connecting academia with the wider community.

University of Toronto Environmental Resource Network (UTERN)
UTERN is a levy organization that operates as a funding body and networking hub for any person, group or club within the university community interested in sustainability and environmentalism on campus. Students are members of UTERN and can run for executive positions, apply for funding, and use our Dish Rental Service if they have paid a levy during at least one of the semester during the academic year.

Students for Barrier Free Access
SBA is a disability justice organization that advocates for equity, access, and the rights of disabled students. SBA and its allies work towards eliminating physical, informational, and attitudinal barriers on campus and in the wider community. For more information visit http://uoftsba.com/.

Secual Education Centre (UTSEC)
The University of Toronto Sexual Education and Peer Support Centre (SEC) is a 100% not-for-profit, volunteer-run student service/student group. As a levy-funded organization, all supplies and services provided by SEC are available free of charge to the University of Toronto community. The Sexual Education Centre offers a free, confidential, non-judgmental peer support approach to sex education.
OUR CAUCUSES

Race and Ethnicity Caucus
The Race and Ethnicity Caucus (REC) is committed to social justice, community building, and healing for self-identified racialized and/or graduate students of colour at the intersections of gender, ability, age, class, religion, and sexuality at the University of Toronto. REC is committed to advocacy, scholarship, and activism. We are particularly interested in forming networks amongst graduate students of colour across the university in order to provide information, support, and resources. Their activities include regular meetings, social events, reading groups, community dinners, panels, and much more. REC aims to be a safe space for women, trans people, non-binary gender/gender non-conforming individuals, and sick and disabled people of colour.

Queer Caucus
The Queer Caucus (QC) of the Graduate Students’ Union is a political and social caucus for University of Toronto graduate students who identify as lesbian, gay, bisexual, trans and queer (LGBTQ). We hold various events throughout the school year, including pub socials, games nights, karaoke, movie screenings and discussion groups. We seek to provide support for each other by providing venues to discuss issues that we encounter, as diverse LGBTQ graduate students, within and beyond graduate school.

International Students’ Caucus
The International Students’ Caucus (ISC) is the main student body at the University of Toronto that coordinates efforts centred around 5,000 international graduate students’ interests and concerns. The International Students’ Caucus acts as the body that coordinates efforts centred around international graduate students’ interests and concerns. Meetings include social interaction, networking, and discussion around member issues, including potential changes that members would like to see in programming and governance at the university, city, provincial, and national levels.

Boycott, Divestment, and Sanctions Caucus
The BDS Caucus represents all members of the University of Toronto community who support the Palestinian call for Boycott, Divestment, and Sanctions, endorsed by the UTGSU since 2012. They organize, educate, and support local efforts for justice and freedom in Palestine, as well as other anti-racist, anti-imperialist, and Indigenous solidarity projects on campus. The BDS Caucus is part of an ongoing campaign to compel the University of Toronto to divest from companies that supply and profit off of Israeli apartheid.

Professional Graduate Students’ Caucus
The Professional Graduate Students Caucus (PGSC) represents UofT’s graduate students who are enrolled in professional programs and those who identify as professional-minded students. The PGSC advocates for its members’ priorities, fosters networking across disciplines and sectors, facilitates professional development opportunities, and promotes balanced work-study-life well-being of members.

For more information or if you are interested in working on one of these committees or caucuses please email info@utgsu.ca
HEALTH AND DENTAL INSURANCE

EVERYTHING YOU NEED TO KNOW ABOUT YOUR HEALTH AND DENTAL INSURANCE PLAN
OVERVIEW

The University of Toronto Graduate Students’ Union (UTGSU) health and dental plan is the result of the University-wide graduate student referendum. In this referendum students voted in favour of a mandatory health and dental plan for both full-time and part-time graduate students, therefore, it was a democratic decision by the entire student body.

The Health & Dental Plan is a valuable service designed to fill the gaps in government health care. The plan and the benefits it offers go far beyond the “treatments” and “services” provided by the basic health plan OHIP (for domestic students) or UHIP (for international students) such as prescription drugs, medical equipment, dental, travel health coverage, and more.

Students from other Canadian provinces are usually covered under their own provincial plans. If you are an out-of-province student, you must arrange this with your home province’s Ministry of Health. You do not qualify for OHIP as a temporary resident.

All international students are automatically enrolled in UHIP with registration at University of Toronto. For more information, contact the UHIP office at (416) 978-0290.

The Toronto School of Theology, Bachelor of Education, and J.D. (law) students are covered by the undergraduate students’ union’s extended health and dental insurance plan. For questions, please call them directly at (416) 978-4911 or they can be reached online at hello@utsu.ca.

If you have any questions about your health and dental plan check out our website at: www.utgsu.ca/health-and-dental/
UTGSU Supplementary Health and Dental Plan

The Health and Dental Plan fee is included with your incidental fees. Coverage begins September 1, 2020 if you are a registered student and remains in force until August 31, 2021 provided you are registered for both terms and have not been refunded your fees. Students registered for the fall term are only covered from September 1st to December 31, 2020. Students registered in the winter term are covered from January 1, 2021 to August 31, 2021. New registrants in the winter will be charged in the Winter Semester. Students who enter in the Summer Semester will be charged tuition and incidental fees in the summer, which are applied to the upcoming academic year. The insurance is effective September 1, 2020. Everything you want to know about your health and dental plans, including the Benefits Booklet and your Pay Direct Card, please visit www.studentcare.ca.
For claims enquiry and registration for online claims, visit www.greenshield.ca.
For all other information visit the UTGSU website www.utgsu.ca/insurance or send us an email at: health@utgsu.ca.

Final Year PhD students
In the fall, you will be charged one-term tuition fees, which includes the incidental fees. You will be insured from September 1st to December 31st. If you don’t complete by January, you will be charged winter tuition fees, which includes the incidental fees. You will be insured from January 1st until August 31st. At the end of the term for which you were charged fees, you may purchase the "12-month Extended Insurance". Applications are available on the UTGSU website: www.utgsu.ca/insurance or at studentcare.ca.

Health and Counseling Centres
- Telehealth Ontario 24-hour service: 1-866-797-0000
- U of T St. George: Koffler Building, 2nd floor: 416-978-8030
- U of T Scarborough: Environmental Building: 416-287-7065 (Appts held over the phone; no evening hours)
- UofT Mississauga: Davis Building (Basement): 905-828-5255 (Services provided over the phone)

UTGSU Contact
Shain Abdulla, Health Plan Administrator: health@utgsu.ca
Opting-Out and Opting-In

Couple/Family Opting-in
Your Plan gives you the option to enroll your family (spouse and/or dependents) by completing an enrollment process and by paying an additional fee over and above your individual fee as a Plan member. Common law and same-sex couples are eligible. Applications are available on the UTGSU website: www.utgsu.ca/insurance or at studentcare.ca.
This Plan is an academic year Plan. Students are only able to enroll dependents on the Plan if they will be a registered and active student for the full academic year. Dependent coverage is only active if you remain an active student.

Deadlines opt-in periods
Fall session: September 1, 2020 to September 30, 2020 Winter session January 1, 2021 to January 31, 2021

Opting Out
You may opt-out of the health and dental plans if you are covered by another comparable plan. Opt-outs can only be done online. You can only opt-out at the beginning of the first term you are enrolled. Check the expiry date of your alternative coverage. Once you have left the plan(s), you may not re-join until next September.

Opt out periods are valid for the whole policy year, from September 1, 2020 to August 31, 2021. If you return as an eligible student in September 2021, you will be automatically re-enrolled in the Health & Dental Plan. Should you wish to opt out again next year, you must opt out directly online, but you will not have to re-submit your proof of other coverage.

Please note: You must pay all university fees even if you are opting out of the UTGSU Health & Dental Plan. After your opt out is completed, and after the end of the Change-of-Coverage Period, a cheque/direct deposit/e-transfer for the amount of the Plan will be refunded to you by studentcare.ca.

Deadlines opt-out periods:
Fall session: September 1, 2020 to September 30, 2020 Winter session January 1, 2021 to January 31, 2021
MENTAL HEALTH RESOURCES

The UTGSU is committed to providing mental health and wellness resources for our members, and to lobbying the University of Toronto administration to increase resources for graduate students. If you have a resource you’d like included on this list please email info@utgsu.ca!

- **Black Grad Student Mental Health and Community Resources:**
  https://drive.google.com/file/d/1_gV1RQJJUvHBCaSEvdPzZLCtNwqWVJah/view

- **Gradminds Mental Health Resource List:**
  https://www.gradminds.ca/resource-list

- **GOOD2TALK**
  Call: 1-866-925-5454
  Website: https://good2talk.ca/

  Good2Talk is a free, confidential, 24 hour helpline for post-secondary students in Ontario. It can support students through a wide range of issues that may be impacting their mental health and well-being, including: depression, anxiety, substance abuse, academic stress, personal or family relationships, loneliness, financial concerns and other challenges facing students transitioning to post-secondary.

- **TALK4HEALING**
  Call or Text: 1-855-554-HEAL (4325)
  Website: www.talk4healing.com


- **Walk-in Counselling Resources:**
  https://utgsu.ca/health-and-dental/walk-in-counselling/ There are services around Toronto that get you help when you need it. No appointments. No fees. Make sure to call or check each Agency’s website to confirm their hours of operation.

- **OISE Psychology Clinic:** 416-978-0620 (Telephone counseling)

- **Gerstein Centre Mental Health Crisis Line:** 416-929-5200 (24/7 phone support)

- **CAMH:** (416) 535-8501

- **Distress Centre:** 416-408-HELP (4357)
FUNDING
FUNDING OPPORTUNITIES
FROM THE UTGSU
FUNDING OVERVIEW

The UTGSU provides several sources of funding for UTGSU members and for groups and events that serve our members. More information on each funding option is available on our website. If you have any questions or need help contact the UTGSU Finance Commissioner at finance@utgsu.ca.

UTGSU Black Graduate Student Excellence Bursary
The Black Graduate Student Excellence Bursary was created by the UTGSU in partnership with the University of Toronto School of Graduate Studies (SGS) to provide financial support to help improve fair and equitable access to educational opportunities for Black students commencing graduate studies at the University of Toronto. It recognizes that talent and excellence thrive in Black communities and that providing fair and equitable access to educational opportunities acknowledges the creativity, leadership capacity and gifted nature of Black students.

Up to five (5) $2000 need-based bursaries are awarded annually and serve to provide added financial support to help offset the costs associated with academic endeavours in the first year of study. The bursary will be offered and held by students in addition to any other financial aid or graduate funding they may receive (OSAP, major awards, or graduate funding). Email bgseb@utgsu.ca for more information.

UTGSU Conference Bursary
The UTGSU Conference Bursary was created in 2016 to financially assist UTGSU Members attending and/or presenting at academic conferences. The amount of a single bursary is $250, regardless of conference location or estimated expenses. A total of 120 bursaries are distributed each year. Click here for more information: https://utgsu.ca/funding-2/conference-

SGS COVID-19 Emergency Grants and Loans
Grants are available to current students at UofT who have incurred unexpected expenses directly related to the Covid-19 pandemic, such as additional living costs, child-care, and other extraordinary and reasonable needs.

SGS Emergency Grant: https://www.sgs.utoronto.ca/awards/sgs-emergency-grant/ SGS Emergency Loan: https://www.sgs.utoronto.ca/awards/sgs-emergency-loan/bursary/
UTGSU Graduate Community Development Fund
The Graduate Community Development Fund (GCDF) was created in partnership with the University of Toronto School of Graduate Studies (SGS) in March 2017 to provide merit-based equity awards recognizing exceptional students on campus for their contributions to the graduate student experience. A total of 15 awards are to be distributed annually: five $1,000 awards and ten $500 awards. Further information on these awards, eligibility information, and the application form can be found in the following link: https://utgsu.ca/funding/graduate-community-development-fund/

UTGSU Conference and Academic Engagement Grants
The UTGSU annually offers funding for conferences, workshops, or other academic events organized by graduate students at the University of Toronto. The purpose of this Grant is to foster collective or cooperative work amongst graduate students within or across disciplines. This grant does not fund individuals or groups who wish to attend or present work at academic conferences here or abroad. The maximum grant for any one event is $500.00. Click here for more information: https://utgsu.ca/funding-2/conference-and-academic-engagement-grants/

UTGSU Donation Requests
All UTGSU Members are eligible to submit requests for monetary donations from the UTGSU towards events and/or initiatives which enhance the University of Toronto graduate student experience. The UTGSU Donation Request Form can be downloaded here: UTGSU Donation Request Form

For more information on these funding options check out our website at: www.utgsu.ca/funding or email finance@utgsu.ca
ADVOCACY & CONFLICT RESOLUTION RESOURCES

MORE INFORMATION ON OUR ADVOCACY SERVICES
ADVOCACY AND CONFLICT RESOLUTION RESOURCES AND TIPS

The Graduate Students’ Union at the University of Toronto provides its members with confidential advocacy services. If you are a current graduate student experiencing academic and/or administrative difficulties (including problems with your supervisor, department, or the university; charges of academic misconduct; petitions and appeals; discrimination and oppression), we can assist you with advice, information and representation. Any information you give will remain strictly confidential.

If you are experiencing academic difficulties and are considering making an academic appeal, we suggest that you contact the UTGSU for advice and information about your rights. Any information you give will be kept in strict confidence. You can contact us anonymously if you wish.

Other Resources

Downtown Legal Services (University Affairs Division):
http://downtownlegalservices.ca/our-services/university-affairs-division/

University of Toronto Office of the Ombudsperson: http://www.utoronto.ca/ombudsperson/

SGS Funding Complaint Process:
https://www.sgs.utoronto.ca/awards-funding/funding-complaint-process/

Graduate Supervision Guidelines:
https://www.sgs.utoronto.ca/resources-supports/supervision-guidelines/

SGS Vice Dean Students:
https://www.sgs.utoronto.ca/about/contact/sgs-staff-directory/#section_2

UTGSU CONTACT
Gail Fernando
Membership and Advocacy Coordinator:
membership@utgsu.ca
GET INVOLVED
HOW YOU CAN GET MORE INVOLVED
AT THE UTGSU
REACH OUT AND GET INVOLVED

There are so many ways to get involved at the UTGSU from joining a course union or committee, helping plan events, working on campaigns, and so much more! Here are a few ways to get involved. If you have any questions you can always email us at info@utgsu.ca!

Join your Course Union
Course Unions have been the main link between the UTGSU Executive and the members since 1970. There are over 80 UTGSU Course Unions, represented on the UTGSU’s General Council by individuals elected by the Course Union’s membership. Contacting or joining your Course Union is a great way to get involved at the UTGSU and within your department. Find your Course Union here: https://utgsu.ca/course-unions/

Join a Committee or Caucus
The UTGSU has a number of Committees and Caucuses that members can get involved in! If you found one of the Committees or Caucuses listed in this document interesting then please email them to join in! They host fun events you can attend or even help plan. Here is a list of them: https://utgsu.ca/committees-caucuses-levy/

Follow us on Social Media
The best way to follow along with events, workshops, campaigns and more that we are working on is to follow us on our social media platforms! We regularly post event links, resources, and more for your members.

Facebook: facebook.com/utgsu/
Twitter: @UTGSU
Instagram: @UTGSU

Email info@utgsu.ca with any questions on how to get involved! Our staff and Executives will be happy to chat with you.
CONTACT US

If you have any questions about the UTGSU, how we can help you, or the services we provide we are happy to chat with you. Simply send an email to one of our Executives or staff members!

Executive Committee
Dhanela Sivaparan
Academics and Funding Commissioner, Divisions 1&2
academics1and2@utgsu.ca

June Li
Academics and Funding Commissioner, Divisions 3&4
academics3and4@utgsu.ca

Danielle Karakas
Civics and Environment Commissioner
civics@utgsu.ca

Jacqui Spencer
External Commissioner
external@utgsu.ca

Finance Commissioner
finance@utgsu.ca

Lynne Alexandrova
Internal Commissioner
internal@utgsu.ca

Lwangaa Musisi
University Governance Commissioner
governance@utgsu.ca

Staff
Executive Director:
executivedirector@utgsu.ca

Health & Dental Insurance Administrator:
health@utgsu.ca
416-978-8465

Membership and Advocacy Coordinator:
member@utgsu.ca
416-946-8699

Finance Administrator:
financeadmin@utgsu.ca
416-978-1291

Communications Engagement Strategist:
communications@utgsu.ca
416-978-6233

For general inquiries please contact us at:
Telephone: (416) 978-2391
Email: info@utgsu.ca

Once the University reopens you can stop by our office at:

16 Bancroft Avenue, Toronto, ON., M5S 1C1