



## **Proposal for an ArcticNet Student Association (ASA)**

8 March 2005

## **1. The ASA Working Group**

At a special graduate student meeting convened during the First Annual ArcticNet Scientific Meeting in December 2004, it was the consensus view of the students present that a student association should be established. In January 2005, a preliminary Working Group of ArcticNet-affiliated students emerged and took the initiative to begin the process of researching and planning for the establishment of the ArcticNet Student Association (ASA).

The Working Group will serve as the primary planning and coordinating body for the ASA in the period leading up to the organization's founding meeting that is expected to occur during the 2005 ArcticNet Annual Scientific Meeting. Membership in the Working Group will remain open to interested ArcticNet students and broadly-based representative participation will be encouraged. Once a representative Working Group membership is achieved the group may opt to formally allocate key executive roles (e.g. Interim Chair/Co-Chairs, Interim Treasurer), designate committees (e.g. Communications, Finances) and assign spokespersons as required.

Working Group progress to date has included a review of student associations that are affiliated with other Networks of Centres of Excellence. We have contacted NCE student associations linked with the Canadian Water Network and the Geomatics for Informed Decisions Network (GEOIDE) and discussed organizational structure, legal requirements, student activities, executive committee tasks, etc. Based on this information, the preliminary Working Group drafted a proposal that was reviewed by the ArcticNet Executive Director and the Research Management Committee. Following consideration by the RMC and the solicitation of feedback from the ASA student membership, the amended proposal and budget that follow were compiled for presentation and approval at the ArcticNet Board of Directors Meeting in March 2005.

### *Members of the Working Group as of 8 March 2005*

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## **2. Initial ASA Mission Statement**

### **Context**

The Arctic has entered a period of rapid transformation that underscores the need for an increased number of high qualified people who understand these changes and their impact on northern societies and environments. These highly qualified personnel may be asked to take leadership roles in conjunction with Northerners in decision making based on their research experience and understanding of northern issues. These leaders of tomorrow are the students of today.

The ArcticNet NCE is an exceptional cross-disciplinary vehicle that will produce well-rounded Arctic researchers. To continue doing so, ArcticNet will need to foster opportunities that broaden the research experience of Network students: introducing them to other research approaches and linking them with other research groups in Canada and around the world. The creation of a student

association within the Network will support this process by allowing students to create opportunities for themselves using the ArcticNet framework.

**Mission Statement**

The ASA will be a student-driven organisation including all graduate students as well as Northern college students working within ArcticNet projects. Thus, the association is committed to broadening the ArcticNet student experience by promoting student networking, research and learning opportunities between students, academics, governmental partners, and northerners.

Four main objectives are behind the creation of the ASA:

- ❖ To encourage and initiate collaboration between students, as well as other ArcticNet members;
- ❖ To foster interaction between ArcticNet students and Northerners to improve cross-cultural understanding;
- ❖ To give students a value-added education in their specific discipline, and to support multidisciplinary training;
- ❖ To promote excellence and fortify the aspiration of students in Canadian Arctic research.

**3. Agenda and Requests**

<b>Task</b>	<b>Date</b>
Deliver the proposal to the Executive Director	21 Feb
Table the Proposal at the RMC Meeting	28 Feb – 1 March
Table the Proposal at the Board of Directors Meeting	16 -17 March
Completion of Founding Documents	September
Publication of the proposed ASA charter on the student website	October
Call for candidates for the ASA executive committee	November
ArcticNet’s Annual Scientific Meeting 2005;	
ASA founding meeting, ratification of charter and elections	December

- ❖ **Legitimacy of the ASA.** The Working Group, in consultation with the larger ArcticNet student body, will define the ArcticNet Student Association structure and function. The Group will draft the ASA charter and founding documents, which will outline election procedures and the roles/responsibilities of the ASA Executive committee.
- ❖ **Representation of the ASA on the RMC.** The Research Management Committee is responsible for determining the direction of research within ArcticNet and submitting specific project proposals to the Board of Directors. Given that RMC decisions have implications for the training of highly qualified people, student involvement in decision-making is warranted. We propose that the RMC membership include an ASA representative (official non-voting member) to allow student representation and ensure a direct link between the RMC and students.
- ❖ **Student Session.** We demand an extra day at the Annual Scientific Meeting in 2005 dedicated to a founding ASA general meeting in presence of all voting members (students). The outline of the suggested meeting will include presentation of a summary of the Working Group activities, discussion and adoption of the ASA charter with the list of proposed modifications, and election of the first ASA executive committee.

- ❖ **Budget.** The Working Group has assessed the costs associated with the founding of the ASA and expenses for the first few months of ASA operation. A budget for 2005-2006 is presented in section 6.

#### **4. Communication and Consultation**

Besides extending the opportunity to all ArcticNet students to participate in the Working Group, efforts will be made to ensure that the planning process leading up to the founding meeting is transparent and inclusive. Working Group members will ensure that other ArcticNet students at their institutions are aware of the ASA planning process and interested students will be solicited to join and assist. Students may communicate at any time with the Working Group via an email address that has been created for this purpose ([asa@arcticnet.ulaval.ca](mailto:asa@arcticnet.ulaval.ca)). The ASA Working Group shall also maintain a current listing of all ArcticNet students in association with the setting-up of the ArcticNet Intranet. A first e-mail was sent to all ArcticNet students listed as of 28<sup>th</sup> February to inform them of the present proposal as well as to encourage them to participate and offer feedback (see annex 1).

The primary vehicle for ASA communications during 2005-2006 will be e-mail and quarterly teleconferences of the working group or executive committee. An ASA webpage will be created within the existing ArcticNet Website in collaboration with the Administration Centre of Université Laval. During the period leading up to the ASA founding meeting, these pages will serve as the “bulletin board” of the Working Group. Besides providing notices and updates respecting ASA planning activities, draft organizational material (e.g. Mandate, Purpose, Objectives, Charter documents, etc.) will be posted there for the purpose of soliciting feedback. Other information and web-links of specific interest to students will also be presented there.

Some other proposed content for future development includes:

- i) A periodic feature on an ArcticNet researcher and their students
- ii) A web forum for student members and Northerners regarding discussion topics such as climate change

#### **5. Other Proposed ASA Activities for 2005-2006**

- ❖ **Poster Prize** - A \$500 prize for the best student poster to be decided by ballot at the ASA founding meeting.
- ❖ **ASA Newsletter** – A two-page section or enclosure for distribution in future ArcticNet bulletins showcasing writings and activities of students.
- ❖ **Campus Events** – Discussion and presentation sessions for ArcticNet students and other interested people at universities where enough ArcticNet students are present. These small gatherings initiated by local ASA members (maybe 1-2 per year) would be used to build awareness of Arctic research. These informal meetings could also help in planning ASA initiatives and soliciting feedback and ideas from the larger student body.
- ❖ **Arctic Research Workshops planning** – Elaborate a plan for a discipline-specific workshop for next fiscal year (2006-07). These workshops (maybe 3 per year: one for each of the social, medical and natural sciences) would be 1-2 day special sessions held at a University/Research

Unit with strong expertise in the subject area. Professors at host institutions would be encouraged to give seminars or lectures in their specialty to students.

- ❖ **Networking with Other NCE Student Bodies** – Ongoing contacts with student organizations such as those within the Canadian Water Network and the Geomatics for Informed Decisions Network to explore common ground and opportunities for collaboration.

## **6. ASA Budget for 2005-2006**

The proposed ASA budget will be managed and administered through the Central Administration Centre at Université Laval to ensure accountability. We ask that some of the proposed expenditures associated with the ASA be covered within the budget of the ArcticNet Administrative Centre as an in-kind contribution to the ASA.

<b>Item</b>	<b>2005-2006</b>
1) Operating costs	
a) Copying, Printing, Postage	500
2) Meetings	
a) Teleconferences	600
b) Annual Student Meeting	3500
3) Travel	
a) RMC meetings	3000
4) Communications	
a) ASA website development	2000
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Total proposed expenditures	9600
In-kind contribution from ArcticNet	3500
<b>Total amount requested from ArcticNet</b>	<b>6100</b>

### **Justification:**

- 1a)** Office supplies, Fax and Copier provided by ArcticNet Administration Centre (in-kind)
- 2a)** Four quarterly teleconferences of the Working group or ASA Executive committee at \$150 per teleconference
- 2b)** Costs associated with adding an extra day to the ArcticNet Annual Scientific Meeting. Conference room and coffee breaks - \$1500. Breakfast and lunch for Annual Student Meeting participants - \$1500. Graduate Student Poster Awards selected by the students - \$500.
- 3a)** Travel and expenses related to participation of an ArcticNet Student Association representative member to Research Management Committee meetings
- 4a)** Equivalent of 2 weeks salary for the services of the ArcticNet website developer provided by the ArcticNet Administration Centre (in-kind)

## 7. Current ArcticNet Student Listing in table

The following is a preliminary student listing assembled from various sources including the ArcticNet intranet database. This draft document will be circulated to the student community for verification and updating.

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Sibert	Virginie	<a href="mailto:virginie_sibert@uqar.qc.ca">virginie_sibert@uqar.qc.ca</a>	UQAR
Smith	Alexander	<a href="mailto:Alex.Smith@fwc.state.fl.us">Alex.Smith@fwc.state.fl.us</a>	University of Manitoba
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## **Annex 1: First e-mail sent to all ArcticNet students listed as of 28<sup>th</sup> February 2005**

Dear ArcticNet Students:

At the 2004 Annual Science Meeting in Quebec City, we students opted to form an association that would be affiliated with ArcticNet.

Since then, several of us have begun to draft a proposal to get funding and the approval of the ArcticNet Board of Directors. The latest version of this working document is attached as PDF as a start point for obtaining your ideas. We encourage you to read it and to send us your feedback by March 4<sup>th</sup> ([asa@arcticnet.ulaval.ca](mailto:asa@arcticnet.ulaval.ca)).

Please also consider joining the Working Group of the ArcticNet Student Association (ASA). Please write to us if you are interested in being part of the body that will do the researching, writing, debating and planning needed to get the ASA "up and running".

The student working group will email updates on their progress during the coming months and post draft documents on the website as they become available. Our aim is to ratify our charter and elect officials at a special session during the 2005 Annual Science Meeting.

We would like to ensure that this email has reached all ArcticNet student members. If you know of anyone who did not receive this message, kindly send us their email address so that we may keep our records up to date. Some of you may have received this email but are not listed on the ArcticNet website (Intranet) as student members. If this is the case, please ask your professor to correct this situation by contacting the ArcticNet office.

Looking forward to hearing from you,

The ASA Working Group

Dany Dumont, Alexandre Forest, Pascale Lafrance, Romain Lanos, Derek Mueller and Kathleen Parewick.