

# **Graduate Students' Association Executive Meeting Minutes**



## **University of Saskatchewan Graduate Students' Association Executive Meeting Minutes Tuesday, February 4<sup>th</sup>, 2014 5:00 P.M -7:00 P.M GSA Commons**

Attendees: Ehimai Ohiozebau (President), Izabela Vlahu (VP Academic), Steve Jimbo (VP External), Kiri Staples (VP Operations and Communications), Mohammad Rafati (VP Finance), Reanne Ridsdale (VP Student Affairs), Dana Carriere (Aboriginal Liaison)

1. Call to Order - 5:05PM
2. Presentation by itracks - Qualitative Research Tool
  - Saskatchewan-based company founded in 1996
  - Works with market research firms globally
  - Currently offering chat-based focus group
  - Are building on this and will include video chat (fast-paced gathering information) and message boards (information and discussions over longer periods of time), as well as surveys and marketing feedback
  - Value – cost effective, timely, expands geographic scope, centralized
  - Currently focused on market research, but are getting interest from universities for academic research
  - Will contact to present at March GSA Council meeting
3. Health and Dental Contract Renewal (draft attached)
  - Have 24 hours to send President feedback, after which point it will be signed
4. GSA Conference Update
  - 64 abstract submissions, 4 or 5 faculty members to moderate sessions

- Engineering secured own funding for prizes for best presentation (within their students) – we can encourage other departments to do the same if they want
  - Overview of draft program
  - Will now focus on getting people to register
  - If Executives want a different profile picture for the conference pamphlet, e-mail it to Izabela by Friday
5. GSA Awards Gala Update
- Everything is on track, now need to focus on ticket sales – each Executive responsible for selling 10 tickets each
  - Have a keynote speaker
  - Gala Awards Selection Committee around the 12<sup>th</sup>
  - As was mentioned in last Council meeting, should add engineering to science category
6. Changes to auditing process (see attached letter)
- Main changes – auditor will provide one auditing report for the April 30, 2012 year, with comparative figures for the year ended April 30, 2011, with Adoption new Canadian Accounting Standards for 'Not-For-Profit Organizations.
  - Motion to approve changes – passed
7. Draft of employer guidelines and employee contract template (attached)
- Documents have been created to help GSA as employees to improve communications, efficiency and conflict resolution – suggest Executives look at them for future reference
  - Might be something policy review committee could review in future
8. Funding request from Persian Students' Association
- Request granted
9. Funding request from School of Public Policy
- Request granted
10. Debit machine
- Suggest purchasing debit machine to make sure there is less cash on hand
  - Need to find out how much this would cost

- Could also look into price of drop-safe

11. Adjournment – 7:15 PM