



**University of Saskatchewan
Graduate Students' Association
Executive Committee Meeting
Tuesday, December 20th, 2016 - GSA Commons**

Attendance: Z. Ghaith (President), N. Absher (VP Operations), K. Sharma (VP Finance), A. Kiani (VP Academic), C. Gaspar (VP External) & S. Sapal (VP Student Affairs).

Absent: M. Tootosis (VP Aboriginal Liaison)

1. Call to Order at 5:30 P.M.

2. Approval of the Agenda

The Executive Committee amended the agenda by adding 5.4 to 5.7.

Ghaith moved a motion to approve the agenda as amended. Gaspar seconded. All in favour.

Carried

3. Approval of the Minutes of GSA Executive Meetings:

3.1. Minutes of GSA Executive Meetings on November 22nd, 2016

Ghaith moved a motion to amend the minutes by making 5.3 in camera. Motion approve the minutes for November 22nd, 2016 meeting as amended. Seconded by Gaspar.

Carried.

3.2. Minutes of GSA Executive Meeting on December 6th, 2016

Ghaith moved a motion to approve the minutes for December 6th, 2016 meeting. Seconded by Gaspar.

Carried.

4. Reports

1. VP Finance

- Sat on the scholarship review committee.
- Talked to CFS for a Tax File service on campus this year, in the month of March in collaboration with UFile. Need volunteers who are trained in filing taxes. Will be contacted external companies to have a workshop on tax filing.
- Sat on the governance committee.

2. VP Academics

- Attended University Council meeting.
- Hosted the anti-racism workshop (70 people attended this workshop). Hoping to have 2- more with different people facilitating the workshop in the commons. Grad students attended from different colleges, created an inclusive environment.

*Kiani moved a motion to approve \$107.33 for extra expenses for Anti-racism workshop.
Seconded by Ghaith*

Carries.

3. VP Students Affairs

- Attended University council & CGSR council committees.
- Counseling students on ethic approval and non-academic counseling.
- Explained that the outcome was good at the holiday social.
- January orientation goodies have been purchased.

4. VP External

- Planed and coordinated the health chat regarding maternal health.
- Met the governance committee, Health and dental committee, worked on increase in health and dental plan student care plan.
- GSA guppies' holiday party (planned), dodgeball holiday party. Collectively decided that it will be on Jan 7th at education gym
- Endorsed with Computer science for new app for guppies, hiring the student ambassador for student discount proposal.
- Bought and delivered Christmas Cheer for Crisis Nursery.

5. VP Operations & Communications

- Secured \$500 from Student Care for the mental Health First Aid initiative. Currently trying to fundraise the remaining moneys to cover for the training session.
- Working with USSU to establish the Graduate-Undergraduate Mentorship Program.
- Writing a proposal for the GSA Ad-Hoc Sustainability Committee for the Sustainability Forum & Carbonless Concert.
- Representing graduate students in various university council committees.
- Ensured that the GSA Commons is certified as a Breastfeeding Positive Space through the Breastfeeding matters.
- Hosted a Therapy Dog session.
- Planned and coordinated the Health Chat.
- Created and distributed the December Bulletin.

6. President

- Attended 12 meetings to represent graduate students since the last executive meeting.
- Working to review health and dental plan.
- Working with governance committee.
- Finalizing the student supervisor agreement with CGSR.

5. Items for Actions/Information

5.1. GSA Standing Committees

[Z. Ghaith]

Ghaith stated that each executive is responsible to take over a GSA committee or a couple. Sharma will sit on the Finance Review Committee and plans to call for a meeting through council. Additionally, this committee will be responsible to construct the term of reference. Ghaith and Gaspar agreed that the Gala Committee will meet at the beginning of January.

5.2. GSA Fees & Health and Dental Plan – Update

[Z. Ghaith]

Gaspar stated that the Health and Dental Committee met and they're currently planning to formulate recommendations to present to the council regarding the GSA Health and Dental Plan. To maintain the current plan, there will need to be an increase in the plan. Other options include to decrease the coverage in the plan. Gaspar and Ghaith have also met with the Fee Review Committee to plan for the upcoming year.

5.3. Executive Meetings

[N. Absher]

Absher explained that she has a mandatory class that conflicts with the regular Executive Committee meetings, and Kiani mentioned he had the same issue. Ghaith stated that the council meetings cannot be changed, but the Executive Committee meetings to accommodate. The Committee agreed with the principle to change the timing of the Executive Committee meetings. The Committee agreed to meet on Fridays 5 – 7 PM pending availability information from Sapal by tomorrow. The Committee decided to have the meetings on Wednesdays 8 – 10 AM if Friday doesn't work. Absher will send the meeting schedule once Sapal sends her availability information.

5.4. Soil Sciences Cheque

[K. Sharma]

Sharma stated the Soil Sciences Graduate Students Association hosted a holiday event to their members consisting of 80 attendees, of which 60 were graduate students. They're requesting funding (\$400) for this event. They've sent their ratification application as a social group not an academic council. Gaspar suggested asking for the actual spending costs and attend the next Committee meetings. The Committee agreed to ask them to reapply under the academic council for ratification. Ghaith will respond to their email and to invite them to the next Committee meeting.

5.5. Governance Town Hall

[Z. Ghaith]

Ghaith moved a motion to call for a Governance Town Hall meeting in January. All in favor.

Carries.

5.6. GSA Coordinators

[Z. Ghaith]

Ghaith stated that the coordinators for the Gala and the 3MT need to be interviewed and hired. Kiani and Gaspar explained that they plan to formulate a hiring committee (5 members including someone from the SECC) and interview the short-listed applicants during the first week of January. Absher will send Kiani and Gaspar the applications. Sapal is interested in sitting on the Gala Committee.

5.7. January Orientation

[S. Sapal]

Sapal explained that the January Orientation will start at 2 PM on January 3rd. Ghaith will give a presentation on the GSA. The Executive Committee will attend the orientation to help with the goodie bags. Sapal bought goodies (\$32) for the paper bags (will buy) to give out to attendees. Sapal will use \$500 to spend on the January Orientation as well as the January social event.

5.8. 2016 Review

[Z. Ghaith]

Ghaith congratulated the executive committee on finishing the first half of their term, and asked the for their review/evaluation of the period from May to December 2016. Gaspar explained that Ghaith successfully represented the needs of graduate students and his leadership was exemplary. The Executive Committee plans to improve the planning of social events, as well as the publication of the events. Each executive is responsible for planning the communication and publicizing of their events and making a request to the VP Operations to send it out the various platforms. Gaspar explained that it is important to create posters and calling volunteers in advance, as is done for the Health Chats and this is part of planning for each event. Ghaith recommended the Executives to review the bylaws and governance documents, and for the Executive Committee to push themselves beyond their duties.

6. Adjournment at 7:07 PM.

Motion to adjourn the December 20th, 2016 Executive Committee meeting.

Carried.