



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes - April 13, 2018 - 5:00PM

Present: Z. Ghaith (Honourable GSA President), D. Bennett (VP of Finance and Operations), I. Efimoff (Indigenous Liaison), A. Kiani (VP Student Affairs), N. Sahtout (VP External).

Regrets: None.

1. Call to Order / Opening Remarks

The Honourable GSA President called the meeting to order at 5:01PM. He thanked us all for being here. The President stated he would like to congratulate the team for their hard work over the term. Specially, the VP External for all her hard work in organizing a great gala event.

2. Approval of the Agenda

The President noted that the agenda was circulated in advance by the VP Finance and Operations. He asked if there were any changes or amendments. The VP Finance and Operations seeks to strike Confidential Item 8.3 UniFI / Payment Remittance via ConnectionPoint as it has been resolved. The VP External seeks to add Confidential Item 8.3 Access to GSA Survey Information.

The President asked if there were any changes or additions. Seeing none the VP External moved to adopt the agenda as amended. Seconded by the Indigenous Liaison. All in favour. The agenda is adopted unanimously.

3. Approval of the March 27, 2018 Meeting Minutes

The President noted that these were circulated via email by the VP Finance and Operations. The President asked if there were any other changes or edits. Seeing none the VP External moved to adopt the minutes. Seconded by the President. All in favour. The minutes of the March 27, 2018 are hereby adopted.

4. Special Guest Presentation

- Jamal Tekleweld from RisingYouth

The Guest Speaker, Mr. Jamal Tekleweld was invited to join us.

President thanked him for joining us and gave formal introductions.

Mr. Tekleweld stated he was from a group known as 'Taking it Global' which is a youth service organization out of Toronto. Beginning last year they moved into Saskatchewan with two new programs. The first is 'Connected North' which serves to connect Indigenous and Northern communities with educational opportunities via innovative technology. The second (the project he is here to discuss) is called Rising Youth. This is a micro-grant program which aims to empower youth from ages 15-30 in terms of community engagement. The organization he works for will provide some funding and technical/logistical support. The program is quite new and operates in a relationship with the Canada Service Corps which enables funding via the Minister of Youth along with EDSC, Service Canada, and Industry Canada.

Facilitating and taking it global via a coalition of various Community Based Organizations and Non-Profit Organizations which can help bolster youth innovation in Canada. Rising Youth can provide grants of \$250, \$750 and \$1500. They also have partner funding for high impact groups in the form of 'parachute' funding in the amount of \$5000. He notes they are not thematically tied to any one group or agenda. He discussed certain examples including an Indigenous LGBTQ+ youth who likes to dye people's hair bright colours. The event will be turned into a community bbq in the core neighbourhood, where people are taught about dying hair with environmentally friendly products. He gave several other examples including a Somali refugee starting a soccer league and Melissa, a University of Saskatchewan graduate student, using bacteria and turning them into artisan plates to be glazed over and exhibited in the Kenderdine Gallery.

Their goal is to ensure that innovative projects in Saskatchewan get the funding they need, and to provide technical and logistical support. The group has an understanding that money doesn't solve community issues - solutions do.

The President thanked him for this very interesting information. The VP external asked about the strictness of the age limits as many grad students are over 30. Mr. Tekleweld stated that it depends somewhat on the idea but you can often connect with someone in the correct age group to do the project with.

In response to a question from the President Mr. Tekleweld indicated that he had also spoken with people from the USSU.

The Indigenous Liaison asked about the sustainability of the Saskatchewan branch as the organization is from Toronto. Mr. Tekleweld stated that they are on a growth trajectory and are doing very well in scaling up operations in Saskatoon. He envisions Saskatoon to be a Western Canadian hub because of its geography – it is not only a gateway to the West, but also the North where they have lots of programming and staff.

The Indigenous Liaison also asked about the success rate for grant applicants. Mr. Tekleweld noted that it was very high and the grant process was non-technical and after-the-fact reporting can be kept simple and is designed to be shared on social media.

The Indigenous Liaison noted that this sounds like an excellent opportunity that should be shared via GSA social media and on the GSA website. The President noted that we will share this information with our members and he also invited Mr. Tekleweld to come to the Council in September. He will remain in touch with the VP External.

5. Items for Action

5.1 Motion (E010-2018): Motion to Appoint Graduate Student Representatives to the Following Search and Review Committees

A. Review — Dean, College of Medicine

B. Review — Dean, College of Pharmacy and Nutrition

C. Review — Dean, College of Education

D. Search — Vice-Provost, Faculty Relations

E. Search — AgBio Associate Dean, Research and Graduate Studies

The President noted that he received various emails from the Provost's Office and College Offices regarding appointments of graduate students on three review committees and two search committees. Students in certain colleges were also contacted via email through their departments, so some students reached out to the GSA President to express their interest in serving on these committees.

The President reiterated that the GSA usually finds students from these colleges to represent their special interests on such committees. The President asked our Chair Dr. Scott Adams and he is interested and has no conflicts of interest. For the College of Pharmacy and Nutrition Mays al-Dulaymi, an active GSA member, expressed her interest, and reported no conflicts of interest. The President received interest from Maia Gibb, a confirmation of no conflicts of interest, and an impressive CV.

The Indigenous Liaison asked if it was wise to appoint graduate students we aren't familiar with to represent grad students. The President noted that these were the only interested students, and that this is common practice within the GSA. He further commented that in the future it would be beneficial to have an Education Course Council, especially taking into account the size of the college.

For the Vice-Provost Faculty Relations the President suggested that an Executive sit on this committee. The VP Finance and Operations stated that he is interested in this. No others expressed interest.

For the Ag. Bio Associate Dean the VP Finance and Operations and VP External suggested that the President serve on this committee given his expertise in the field.

The President moved to formalize the above appointments. Seconded by the VP External. All in favour. The above individuals are unanimously appointed to serve on the committees. The President will make the necessary arrangements.

5.2 Motion (E011-2018): Request for Funding from P&N - GSC (proposal attached via email)

Mona Hamada the representative from P&N - GSC joined us at 6:06PM. For formality we introduced ourselves. Mona gave a brief background on her group's proposed event. They are planning their first social gathering since their Council was founded in September. She noted that there is a problem with isolation between students in Pharmacy and Nutrition. Overcoming that is a major goal of their event. They will have "People Bingo" to help overcome to these barriers. They will serve pizza, the two co-presidents will give updates on their upcoming internal elections. There will be other games and activities along with prizes.

The VP Finance and Operations noted that this proposal was detailed and thoughtful and we should move on to a vote.

The VP External queried if they received any funding from their College. The P&N GSC delegate noted they received \$500 from their College to fund their entire years' activities, their future sustainability, and their day to day operations.

The President stated that when we sponsor an event we require our sponsorship to be acknowledged and our GSA logo on any promotional material. This serves to help create a connection between our members. The President thanked Mona for joining us and congratulated her and her colleagues for their hard work starting their Council this year and hopes they will stay involved and connected going forward.

The Indigenous Liaison noted that any funding decision is based on our budget restrictions not necessarily the quality of their event. The president thanked Mona for her attendance and mentioned we would email her with details shortly.

The VP Finance and Operations stated he was fine giving them \$350 that they asked for. The Indigenous Liaison noted that this event has a strong proposal and it looks like a great event. The President noted that this is new Course Council so we should do what we can to support them.

The motion was moved by the Indigenous Liaison. Seconded by the VP Student Affairs. All in favour. Motion carries unanimously.

The VP Finance and Operations will contact the representatives of this Council.

5.3 Motion (E012-2018): Whereas GSA bylaws 5.2.4 restricts expenditure amounts above certain amounts or percentages of budget lines without a majority vote of the Executive. BIRT the following expenditures be authorized:

- Payment to E. Williamson Law Firm in the amount of \$1000 as retainer and trust amount on 2018-03-28
- Payments of \$533.33 to all Executive members (Ghaith, Bennett, Efimoff, Sahtout, Kiani) on 2018-03-29
- Payment of \$976.50 to Freeze Framez Photo Booth for GSA Annual Awards Gala on 2018-04-06
- Payment of \$939.75 to Night Owl Entertainment for DJ/Music Services for GSA Annual Awards Gala on 2018-04-06
- Reimbursement of \$1778.06 to N.S. for Gala Costs and Expenses (Engraving, Trophies, Prizes, Printing, Transport. Receipts filed). on 2018-04-09

The President and VP Finance and Operations noted that it is required we approve the above transactions per our governing documents. Moved by the VP Finance and Operations. Seconded by the Indigenous Liaison. All in favour. Motion carries unanimously.

6. Items for Information

6.1 Update on GSA Supplies / Inventory Levels

The VP Finance and Operations noted that he had raised this matter informally several times in the past but now we are at the point where this needs to be brought up formally for the Executive to deal with. He noted that he has observed some problems when it comes to inventory control levels and ordering practices. He stated that this is problematic in and of itself, and while non-perishable supplies like paper will eventually be used, it is even more problematic when it comes to perishable items. The VP Finance and Operations circulated a list of excess inventory with the noted expiration dates. The VP Finance and Operations reiterated the importance of using our money wisely, that students entrust us with their dues and that this is unacceptable that we will have to throw away a significant dollar value worth of perishable items because they have expired.

The VP Finance and Operations queried the VP Student Affairs on why these items weren't returned or donated to the food bank or otherwise used.

The VP Student Affairs indicated that some of the items were used in later social events, and that they were purchased with future events in mind. The VP Student Affairs further indicated that some perishable supplies from the orientation was stored by the VP External, and the plan was to use them later in Fall. Unfortunately, due to the very busy calendar of the GSA these were not used. VP Student Affairs contacted the Food Bank to donate these supplies, but unfortunately, they were not able to accept these supplies.

The President requested the VP Student Affairs throw away any expired inventory to ensure no one accidentally consumes it and gets sick.

The VP Finance and Operations suggested contacting the manufacture as certain items didn't have expiry dates only manufacturing codes. These particular items may be useful in the next orientation if hot dogs are to be served.

6.2 GSA Annual General Meeting and AGM Reports

The President brought forward this item to ask all team members to remind and encourage all students to come to our AGM on April 24th to ensure we reach our quorum of 50. We must make sure we inform the Council and all students as we need quorum to ensure we can conduct important GSA business. There will be food so please use this to encourage the membership to attend. The meeting is being held later in the year so it will be a bit harder to get students as some have already left. The President will coordinate with the VP External to ensure an email is sent out reminding students of the AGM.

6.3 GSA Budget Updates / Financial End-of-Year Cutoffs

The VP Finance and Operations indicated that in order to meet the requirements for a smooth end-of-year finances and financial transitions all expense forms must be submitted by Friday April 27th at Noon. He further noted that any expense forms submitted after that date will not be processed until May and will be dealt with by the new Executive Team based on his guidance and advice if necessary.

The VP Finance and Operations will also be coordinating with individual VPs if they still have outstanding invoices related to their portfolios. It would be beneficial if these

invoices were paid prior to our year-end deadlines. The VP Finance and Operations is also in contact with the University Administration regarding their end-of-year cutoff dates and procedures.

The VP Finance and Operations also noted that a draft operating budget for the 18/19 Operating Budget was circulated with the Council Package and he welcomes feedback to be presented to the Budget Committee and then the Board of Directors.

6.4 Update on GSA Annual Awards Gala

The VP External thanked all in attendance for their help with the gala and coming to the event and being so supportive. She noted that we recognized six individuals with awards along with the 3MT winners and honourable mentions.

The President noted we have received many positive messages from guests with regards to how it went. The Honourable Lt. Governor was happy with the event and the process.

The VP Finance and Operations commended the VP External for all her hard work and stated that she did a great job. All agreed and thanked the VP External for her hard work.

The President noted that we made good connections at the Gala which will serve the longterm goals of the GSA. This highlights the importance of planning and executing successful events like this.

7. Other Business

No other business was brought forward. The President thanked the Indigenous Liaison for all her hard work as this will be her last meeting with us. The President indicated that we received lots of benefit from her hard work with the GSA and wished her good luck in her future plans and hoped she would keep in touch with the GSA going forward.

8. Confidential Session

9. In Camera Session

10. Adjournment of Meeting

The meeting was adjourned at 6:30PM. The next Executive Meeting will take place on Wednesday April 25th at 5:00PM in the GSA Commons. This is the day after the AGM.