



## University of Saskatchewan - Graduate Students' Association

### Executive Meeting Agenda

November 13, 2018, 4PM – 5:30PM

**Present:** Naheda Sahtout (President), Jesus Corona Gomez (VP Finance and Operations), Edgar Martinez-Soberanes (VP Student Affairs), Somtochukwu Ufondu (VP External).

**Regrets:** none

#### 1. Call to Order / Opening Remarks

The President called the meeting to order at 4:11PM.

As per her email communication to the Executives, the Indigenous Liaison has tenured her resignation. We deeply appreciated her work over the past few months and wish her the best of luck in her academic journey.

#### 2. Approval of the Agenda

The President asked if there were any additions or amendments to the agenda as circulated. Seeing none the President asked for a:

*Motion to approve the agenda as circulated moved by the VP Student Affairs and seconded by the VP External.*

*Motion carried.*

#### 3. Approval of the October 25, 2018 Executive Meeting Minutes

The President asked whether there were any further amendments to the October 25, 2018 Executive Meeting Minutes.

*Motion to approve the October 25, 2018 Executive Meeting Minutes moved by the VP External and seconded by the VP Finance and Operations.*

*Motion carried.*

#### **4. Items for Action**

##### ***4.1.Funding Request: Psychology Graduate Student's Associate (PGSA).***

The President indicated that PGSA had provided the Executives with a thorough description and budget of their events for the year ahead. The President welcomed Brandon Sparks, the President of PGSA, to the Executive meeting and asked him to provide a brief description of the events. Sparks indicated that PGSA tries to host one event a month dedicated mostly for their graduate student community. He mentioned the Trivia Night will be at Louis' Loft, PGSA Holiday Party at one PGSA member's residence, PGSA Year-End Party at Hunter's Eastview Bowl and the funding requested is mostly to cover cost of food, and entrance fees if necessary. The VP Finance and Operations asked Sparks to talk more about the Bowling event, which represents the highest amount of monies required to host. Sparks mentioned the entrance fee to Hunter's Eastview Bowl is around ten dollars and he expects to have around 40 students, and this includes safe transportation for students after the event if necessary, so as to not promote drinking and driving. The VP External asked whether other sources of funding were explored. Sparks mentioned that their department provides them with minimum funds so they fundraise throughout the year; however, the GSA has been the most important benefactor for PGSA.

The President mentioned that when the GSA sponsors an event, the GSA logo is expected to be on the posters and an announcement should be made at the event. Sparks agreed to add the GSA logo on posters and advertising material. The President indicated that the decision is based on the budget and not on the event. The President thanked Sparks for providing the proposal and further information in the meeting.

*The VP Student Affairs moved to approve funding in the amount of \$500 to the PGSA. This motion was seconded by the VP Finance and Operations.*

***Motion carried.***

The VP Finance and Operations will email Sparks to let him know when he can pick up the cheque.

##### ***4.2.Search Committee: Vice-Dean Indigenous, College of Arts and Science (Email communication November 4, 2018)***

Due to unforeseen circumstances, Marie-Eve is no longer able to participate as the GSA representative on the Search Committee for the Vice-Dean Indigenous, College of Arts and Science. Due to the short notice, we were unable to secure an Indigenous graduate student to participate on this Search Committee. As with all senior admin search committees, the composition, as approved by the University Board of Governors, must include a graduate student appointed by the GSA. The first meeting of the Search Committee happened on November 5 @ 8 AM; the Vice-Presidents all indicated that they were unavailable. Therefore,

*Motion to approve Naheda Sahtout to serve as the GSA representative on the Search Committee for the Vice-Dean Indigenous, College of Arts and Science moved by the VP Student Affairs and seconded by the VP Finance and Operations.*

***3 in favour. 1 abstention.***

#### ***4.3. Student Forum Executive (Email communication November 6, 2018)***

Due to the resignation of the Indigenous Liaison, a new Executive must be appointed to sit on the Student Forum Executive along with the VP Student Affairs. VP Finance and Operations and VP External both indicated that they were over-burdened by their other commitments and were worried that they would not be able to fully commit to this committee. Therefore,

*Motion to approve the President, Naheda Sahtout, to sit on Student Forum Executive.*

***3 in favor. 1 abstention.***

#### ***4.4. Cheque Remittance***

Whereas GSA bylaws 5.4.3 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive.

BIRT that the following expenditures be authorized:

- Payment to Canadian Federation of Students (CFS) in the sum of \$3558.45 issued on October 12, 2018 for the GSA Handbooks Chq#3821, Inv#1339.
- Payment to Canadian Federation of Students (CFS) in the sum of \$17,301.53 issued on October 31, 2018 for the CFS Fall Remittance, Local 101 Cheque#3848.
- Payment to Chip Bookkeeping in the sum of \$3080.38 issued on October 31, 2018 for bookkeeping services, Invoices 2757, 2787, 2811 - Chq#3827.
- Payment to City Transit in the sum of \$307720.49 issued on October 31, 2018 for the Saskatoon City Transit Fall UPASS Remittance Cheque#3849.

*Motion to approve the above expenditures moved by the VP Finance and Operations and seconded by the President.*

***Motion carried.***

## **5. Items for Information / Discussion**

### ***5.1.GSA policies -Parking for guests***

The VP External asked whether there was a parking spot available for the Executives in order to lend it to guests, such as the instructor who will conduct the First Aid training. She will bring equipment for the training, and she requires a parking spot close to the GSA Commons. The President mentioned that the only spot reserved was for the Office Manager, but it is possible to pay for parking of the instructor, as it is often done with other guests, especially as this is part of the Health Chat series and there is a budget available for that.

### ***5.2.Update planning for the Winter Orientation***

The VP Student Affairs mentioned that he had started planning for the Winter Orientation, and will ensure that the details are with the Executives prior to the event.

### ***5.3.Update GSA Fall Bursary Selection Committee***

The VP Finance and Operations mentioned that there were 128 applications for the GSA Fall Bursary. The GSA Bursary Selection Committee selected 20 beneficiaries for this needs-based bursary on October 27<sup>th</sup>. The recipients were contacted on November 2<sup>nd</sup>. The VP Finance mentioned he would organize a meeting with the GSA Bursary Selection Committee to work on improvements on the rubric in order to facilitate the evaluation of the applications.

## **6. Other Business**

None.

## **7. Confidential Session**

## **8. In-Camera Session**

## **9. Adjournment of Meeting**

The President asked whether there was any other business arising. Seeing none, the meeting was adjourned at 5:16PM.