



University of Saskatchewan - Graduate Students' Association
Executive Meeting Minutes
March 28, 2019

Present: Naheda Sahtout (President), Jesus Corona Gomez (VP Finance and Operations), Somtochukwu Ufondu (VP External)

Regrets: Edgar Martinez-Soberanes (VP Student Affairs).

1. Call to Order / Opening Remarks

The President called the meeting to order at 5:02 PM.

2. Approval of the Agenda

The President asked if there were any additions or amendments to the agenda as circulated.

Motion to approve the agenda as circulated moved by the VP External and seconded by the VP Finance and Operations.

Motion carried.

3. Approval of the March 14, 2019 Executive Meeting Minutes

The President asked whether there were any further amendments to the March 14, 2019 Executive Meeting Minutes. These have been posted to the website.

Motion to approve the March 14, 2019 Executive Meeting Minutes moved by the VP Finance and Operations and seconded by the VP External.

Motion carried.

4. Items for Action

4.1 Funding Request - Women in Chemistry

The VP Finance and Operations indicated that he had received a funding request from the USask Women in Chemistry social group with a thorough description and budget of the event “International Year of the Periodic Table 2019” (IYPT2019). The President welcomed Ramos to the Executive meeting and asked her to provide a brief description of the event. Ramos explained the USask Women in Chemistry (USask WiC) group were planning to organize a celebration of the key scientific achievement that promoted the development of many areas of science, the discovery of the Periodic Table of Elements. Ramos indicated this was an iconic image and a vital tool to all who are learning and working in science as it contains a systematic arrangement of all existing elements that shape our world to date. Therefore, to promote awareness of this principal component of life and science, as well as increase the scientific literacy within the university community, the group had decided to join the worldwide celebration of the IYPT2019.

The purpose of this event is to celebrate the international year of the periodic table that is being recognized worldwide as one of the biggest achievements in science, not only for the development of the chemical sciences but also for all related disciplines, e.g. Physics and Biology. The U of S graduate community will have the opportunity to pick their favourite element in the periodic table, learn its properties (a fun fact about it), and buy the “element ticket” for \$10 (a max. group of 2 could be allowed in which case each will pay \$5). Each participant will get a card of their favourite element and register his/her name under the element’s name. After all elements’ tickets have been sold, they will all be raffled, and a winner will be chosen. The winner will get \$100. The rest of the raised fund will be used for future events organized by the USask WiC group.

The VP Finance and Operations asked whether they were also planning to provide food. Ramos explained that only snacks and coffee would be provided. The President asked what impact this event would have on graduate students. Ramos mentioned there would be students and professors from other departments and that this event was meant to be both interesting and fun for students, as well as to arouse interest and curiosity in all graduate students. The VP External asked whether they had explored other sources for sponsorship. Ramos explained they had contacted other sources of funding but had not received back any responses, and that these options are unlikely to provide funding.

The President thanked Ramos for attending the meeting and mentioned that when the GSA sponsors an event, the GSA logo is expected to appear on the posters and/or an announcement should be made at the event. Ramos agreed to include the GSA logo on future posters and advertising material. The President indicated that the decision was based on the budget and not on the event. The President thanked Ramos for providing the proposal and attending the Executive meeting to provide further information.

The VP External moved to approve funding in the amount of \$350 to the Usask-Women in Chemistry for the "International Year of the Periodic Table 2019" event. This motion was seconded by the VP Finance and Operations.

Motion carried.

4.2 Office Computers

The President pointed out that since the 2019-20 budget was approved by Council, there were two options to buying the office computers. Both options are the same price. The main difference is the addition of a DVD player. The computer that does not include it is thinner but would take longer to arrive. Both have the same capacity. At the current moment, the purchase of monitors is not necessary as the ones present in the office are in good working condition.

*The VP Finance and Operations moved to approve the purchase of the regular unit (**specifications below, the necessary requirements for the workload**) so that they would be ready for the new Executives to use. Billing will be postponed to May for the new fiscal year. This motion was seconded by the VP External.*

Motion carried.

[Intel i5-8400 Kaby Lake Processor (6 Core 2.80/4.00GHz, 9MB Smart Cache, 6 Threads, NO vPRO), 1x 8GB DDR4 2666 UDIMM (4 slots, 64GB Max), 256GB SSD M.2 PCIe NVMe , 1 x 2.5" Hard Drive Bracket, Intel Integrated HD 630 Graphics (2 x DisplayPort + 1 x VGA), DVD-RW, Ports: 4 x USB 3.1 (4x Front), 1 x USB-C (Front), 4 x USB 2.0 (Rear), 1 x Mic (Front), 1 x Headphone Jack, 1 x serial (9-pin), Ethernet, Integrated Audio, USB Mouse & Keyboard, 1.5W Internal Speaker, 210W Power Supply, Windows 10 Home (For Campus Agreement)]

4.3 2017 Audits

The President reminded the Executives that the 2017 fiscal year audit draft was circulated by email for the Executives revision. The Executives commented that they found the report appropriate and agreed to proceed with the 2018 audit.

The VP Finance and Operations moved to recommend for approval the 2017 fiscal year audit. This motion was seconded by the President.

Motion carried.

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.

- Cheques 3565 - 3584 issued on March 18, 2019 RE: Winter Bursary Awardees (20) in total sum of \$20,000.00. The CGPS will reimburse the GSA as per agreement.
- Cheque 3591 on March 28, 2019 to Studentcare RE: Studentcare Winter Remittance (Inv.22258-002) of \$ 431,592.89.

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

Motion carried.

5. Items for Information / Discussion

5.1 AGM Reports

The President reminded the Executives that submission of their AGM reports are due on April 5.

5.2 Transition Manuals

The President informed the Executives that Transition Manuals for the next Executive team are required as per our Bylaws.

5.3 Reimbursements

The Vice-President Finance and Operations asked the Executives to submit any reimbursements by April 22, 2019 to ensure that the finances for the fiscal year can be closed.

5.4 GSA Free Tax Clinic update

The VP Finance and Operations commented that volunteers have been confirming their participation for the tax clinic in the coming weeks. Some volunteers belong to the Edwards School of Business and have taken such courses regarding taxes already.

6. Other Business

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 6:00 PM.