



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes

August 13, 2020, 3:00 PM – 5:00 PM

Present: Humaira Inam (President), Hadi Ramin (VP Finance and Operations), Qasim Gill (VP External Affairs), Carmen Marquez (VP Academic and Student Affairs).

Regrets/Absent: None

1. Call to Order / Opening Remarks

President called the meeting to order at 3:00 PM. The President thanked all the executives for the effort that they have been putting into their roles up until now especially during the COVID-19 situation. She expressed that we should continue doing the best that we can under the current circumstances.

2. Approval of the Agenda

The President asked to add an item to discuss; Studentcare was added to items for discussion. She asked if there were any additions or amendments to the agenda as circulated. Seeing none the President asked for a:

Motion to approve the amended agenda as circulated was moved by the VP Academic Affairs and seconded by VP External. Vote: Passed.

4 in Favour
Motion Carried.

3. Approval of the July 14, 2020, Executive Meeting Minutes

The President asked whether there were any further amendments to the meeting minutes for July 14, 2020, there were none.

Motion to approve July 14, 2020, Executive Meeting Minutes was moved by the President and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour
Motion Carried.

4. Items for Action

4.1. Fall and Winter 2020-2021 Executive Meeting Dates

The President stated that starting from September 2020 there will be bi-weekly executive meetings. She mentioned that meetings will continue to be conducted online due to the pandemic and asked if anyone was opposed to having the meetings online. All executives agreed that meetings should be online given the current situation. Meetings will be on Thursdays from 5:30 pm to 7:30 pm.

The proposed dates for executive meetings for the fall 2020 term are as follows:

- September 10, 2020
- September 24, 2020
- October 8, 2020
- October 22, 2020
- November 5, 2020
- November 19, 2020
- December 3, 2020

Motion to approve the above dates for the executive meetings for the fall 2020 term moved by the VP Academic Affairs and seconded by the VP Finance. Vote: Passed.

4 in Favour
Motion Carried.

The proposed dates for executive meetings for the winter 2021 term are as follows:

- January 7, 2021
- January 21, 2021
- February 11, 2021
- February 25, 2021
- March 4, 2021
- March 18, 2021
- April 1, 2021

Motion to approve the above dates for the executive meetings for the winter 2021 term moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour
Motion Carried.

4.2. To authorize the expenditure amounts above \$500 as per GSA bylaws 5.4.4.

The GSA bylaws 5.4.4 restricts expenditure amounts above \$500, of any budget line, except salaries and Executive honorariums, without a majority vote of the Executives. VP finance asked the executives to authorize the following expenditure from June and July:

1. Payment to Canadian Federation of Students for \$1,891.90 for Spring Remittance (2019/2020 budget) on June 4, 2020.
2. Payment to the Sask Transit of \$2,504.01 for FALL/WINTER 2019-2020 UPASS Remittance on June 8, 2020.
3. Payment to Buckberger Baerg for \$1,110.0 for financial auditing on June 25, 2020.
4. Payment to ONE brand partner for \$3,382.58 for fall orientation swag on July 20, 2020.
5. Payment to recipients of the GSA Summer/Spring term bursaries for \$9,000.00 on July 30, 2020.

Motion to approve the above expenditures from June and July was moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour
Motion Carried.

5. Items for Information / Discussion

5.1. Fall 2020 Orientation

The President said that she submitted a request for on-campus activity to the University in order to gain permission to hold our fall orientation curbside event for students. The request had not been approved yet. She also said that we received our swag bag items that we had ordered and thanked the VP External for his help in moving them to the GSA Commons. She stated that the College of Graduate and Postdoctoral Studies will also be providing swag items for the GSA fall orientation. She also added that we are waiting for the Canadian Federation of Students to send the items we ordered, so they can be included in the swag bags that will be given out. Studentcare has also agreed to provide \$2,500 of sponsorship money for the GSA orientations. The VP Academic Affairs provided options for snacks and drinks for fall orientation. The President asked her to provide an estimate for the price of snacks and drinks (granola bar, chips, instant coffee, and coca) to make sure that it falls within our orientation budget.

5.2. Fall 2020 Events

The President states that since the GSA Commons would remain closed for the fall term, we would need to revisit the events that we had decided for the fall 2020 term. The VP Academic Affairs mentioned that we could have a weekly virtual coffee session with students and could also consider giving out grocery cards. The President asked the VP Academic Affairs to provide more information and a solid plan on how she will proceed with these proposed events for the fall term and how distribution of grocery cards can take place fairly. The President also asked the VP Student Affairs to involve other student groups in fall events.

The President also mentioned that she will be working with the VP External on the April 2021 gala, and perhaps a modified gala would need to be arranged if the pandemic continues.

For winter 2021 GSA orientation, 3MT, and research conferences, further discussions are required to proceed. The VP External also said that he has been in contact with Tim Hortons about a possible sponsorship, he asked for input from the executives on how we should proceed with their possible offer of sponsorship. The President asked the VP External to forward the communication with Tim Hortons to her, and that we would discuss this as it may be good idea to include their sponsorship for our grocery shuttle initiative, which has many logistical barriers at the moment.

5.3. Health Chat

The President asked the VP External to provide an update on the Health Chat initiatives for fall 2020. The VP External said he had sent an email summarizing the proposed events he would like to organize for the upcoming 2020-2021 academic year and asked the executives for their thoughts. The President pointed out the budget limit for these events,

and also stated that having online events are preferable at this time. However, there is a budget line for new initiatives, which can also be utilized by the executives. The President asked the VP External to contact the Career Center for workshops that we could collaborate on.

5.4. Support for Students

The President said that the VP external and her are working on a master file of resources that could be beneficial to students during this time. The President stated that she will send this google doc to all the executives to provide further input and contribute to this master file.

5.5. Studentcare

The President mentioned that she had signed the agreement with Studentcare to increase benefits for the 2020-2021 health and dental coverage year. These increased benefits include,

- access to Empower Me for all graduate students at no cost to the student
- increased eyeglasses coverage to \$150
- 80% coverage of psychologist per visit, which was increased from previous coverage of 20%
- 60% basic dental coverage, which was increased from previous coverage of 50%

5.5. Financial Expenditure Report

The VP Finance stated that except for the items authorized in this meeting, there are expenditures for salaries and office supplies on the GSA ledger.

6. Other Business

The President asked if there is another business to discuss, there was none.

7. Confidential Session

8. Adjournment of Meeting

The President asked if there was other business to discuss, there was none.

Motion to adjourn the meeting was moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

***4 in Favour
Motion Carried.***