



University of Saskatchewan - Graduate Students' Association
Executive Meeting Agenda
April 22, 2021 – WebEx
5:30 PM – 7:30 PM

The GSA operates on Treaty 6 Territory and the Homeland of the Métis Nation. We pay our respect to the First Nations and Métis ancestors of our gathering place and reaffirm our relationship with one another.

Present: Humaira Inam (President), Mery Mendoza (VP Finance and Operations), Qasim Gill (VP External Affairs), and Tina Alexis (VP Indigenous Engagement)

Regrets: None

Absent: None

Guest: Rifat Zahan, Olusola Akintola, Ehsan Moradi, Leslie Tetteh (Incoming GSA Executives)

1. Call to Order/Opening Remarks

The President called the meeting to order at 5:37PM and welcomed all individuals to the last GSA Executive meeting for the year during her term. She also welcomed the incoming Executives and thanked them for attending the meeting.

2. Approval of the Agenda

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

The VP Finance added the following items for action/information:

- *Payment in the amount of \$ 24 000.00 to the awardees of the Need-Based Bursary (\$1000 for each recipient).*

Motion: To approve the agenda as amended.

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.

3. Approval of the March 25, 2021 Executive Meeting Minutes

The President asked whether there were any further amendments to the March 25, 2021 Executive Meeting Minutes. There were none.

Motion: To approve the March 25, 2021 Executive Meeting Minutes.

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.

4. Items for Action

4.1 Tim Hortons Gift Cards (\$235)

Gift cards were given to speakers of the GSA events; Prof. Brian Lane, \$25 for the Financial Literacy Seminar, Dr. Murray Drew, \$30 for the Mental Health Seminar, Dawne Warner, \$30 for the Cover Letter and Resume Writing, Ace the Interview, and LinkedIn Networking workshops, and the five judges for the 3MT Competition.

Motion: to approve 235\$ in Tim Hortons gift card to GSA speakers and 3MT judges.

Moved: VP External Affairs

Seconded: VP Indigenous Engagement

Vote: All in Favour,

Motion carried.

4.2 Cheque Remittance

Whereas GSA bylaws 5.4.4 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:

1. *Payment in the amount of \$ 1554.39 corresponding to the bookkeeping services of February (\$738.56), and March 2021 (\$ 815.83).*
2. *Payment in the amount of \$ 379 150.1 (\$89.76 goes to Empower Me and \$379 060.34 is for Health and Dental services winter 2021 term) to StudentCare.*
3. *Payment in the amount of \$ 2000.00 to the 3MT winners (1st Place: Ahmad Karimi (\$1,000), 2nd Place: Kayla Cropper (\$500), 3rd Place: Alivia Mukherjee (\$250), and Honorable Mention: Ninu Kallingal Mohandas (\$250)).*
4. *Payment in the amount of \$ 24 000.00 to the awardees of the Need-Based Bursary (\$1000 for each recipient).*

Motion: to approve the expenditures outlined in this section above

Moved: President.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.

4.3 Leadership Excellence Award

This award honors a graduate student who has shown strong leadership and exceptional initiatives at the University of Saskatchewan, going above and beyond their call of duty, whilst carrying out the mission of the GSA. This student shall have shown outstanding involvement and collaboration with graduate students in their unit of study, as part of an Academic Council, or the GSA Council.

This award does not involve community service in the local community and places greater emphasis on leadership within the University campus. The GSA executive has not received nominations for this award and the executive recognizes that since the pandemic started, students have not had the opportunity to engage and participate in initiatives with the GSA, therefore there is no award for this specific recognition this year.

Motion: To approve the removal of this recognition for the 2020-2021 fiscal year.

Moved: VP Finance and Operations.

Seconded: VP Indigenous Engagement.

Vote: All in Favour,

Motion carried.

4.4 Graduate Student Representative on Committees

4.4.1 A graduate student representative was to be appointed to support the recruitment of two (2) Associate Vice-President Research positions for the University in the near future.

Motion to approve Leslie Tetteh as the graduate student representative on the above search committee.

Moved: VP External Affairs.

Seconded: VP Finance and Operations.

Vote: All in Favour,

Motion carried

(Approved via email)

4.4.2 A graduate student representative on the search committee for Associate Dean was requested by the College of Kinesiology. Natalie Houser, an academic councilor from the Kinesiology Graduate Student Council was contacted for participation in this search committee.

Motion to approve Natalie Houser as the graduate student representative on the above search committee.

Moved: VP External Affairs

Seconded: VP Indigenous Engagement

*Vote: All in Favour,
Motion Carried
(Approved via email).*

5. Items for Information / Discussion

5.1. 3MT Update

The President provided an update on the 3MT Competition for this year. She stated it was successfully organized by the VP Academic and facilitated on March 26, 2021 by the VP Finance. The GSA was pleased to release the name of the 3MT winners and congratulated each of them for this enormous achievement. The winners have already contacted, and the certificates will be delivered via email. The winners will be receiving the following prizes: 1st Place: Ahmad Karimi (\$1,000), 2nd Place: Kayla Cropper (\$500), 3rd Place: Alivia Mukerjee (\$250), and Honorable Mention: Ninu Kallingal Mohandas (\$250)).

5.2. Annual Awards Update

The VP External Affairs mentioned that the Annual Awards winners have been successfully released after being finalized by the GSA Awards Selection Committee. The awards booklet is in the process of being compiled and will be provided to the President once it is complete so it can be posted on the GSA website.

5.3. Invention Policy Feedback

The President asked the Executive team to review the Inventions Policy and to provide feedback on this document by Monday, April 26, 2021.

5.4. *VISA Card Update*

The VP Finance explained that fraud was detected on the GSA VISA card, there was a purchase of \$15 in Stockholm that was not recognized by the VP Finance and Operations. However, this issue has already resolved with the bank, and a new VISA card was issued to the GSA by RBC.

5.5. *Ratified social clubs –annual Funding cheque expiration date*

The VP Finance stated that, according to the GSA Policy 9.3. Academic Council funding monies unclaimed or not deposited, after 6 months from the date of issue, will be considered forfeited pursuant to the club and/or Council ratification agreement. Stale dated cheques will not be replaced, therefore the cheque for the Geology Association written on October 20220 has been voided.

5.6. *Graduate Research Conference- CGPS Funding*

The VP Finance informed the Executive team that funding from CGPS provided for the Graduate Research Conference 2021 will be returned to the College because this event did not take place this year.

5.7. *GSA Contribution from GSA-APP College of Medicine*

The VP Finance notified the Executive team that the Finance Business Advisor, Katie Paller, from the College of Medicine has informed the GSA VP Finance and Operations that \$250 is being donated to the GSA. These funds come from the GSA-APP which established a fund in 1995 to use for general operations of their association. The fund has not been used (no additional funding, and no spending) since prior to April 2004. The funds were set up to be held as a Chart 2, so not a part of USask general funds, therefore, it was donated to the GSA. This donation was written using the Cash Donations/Contributions budget line.

5.8. *Co-Curricular Record (CCR)*

The President asked the Executives to inform the Chairs of the GSA Standing Committees that they need to provide the name and NSID numbers of members who participated in the standing committees this academic year. This information should be sent to the GSA President as well as to the Office Manager before the end of April 2021, so that the CCR can be updated for students in a timely manner.

5.9. *ThinkGrad*

The President stated that although, the GSA Executive have recommended to step aside from ThinkGrad, the GSA-USask is still an active member of this organization. The recommendation to step out from ThinkGrad was due to the lack of events and organization during the transition period and pandemic. There are no fees included in the 2021-2022 GSA Budget towards membership fees for this organization, therefore, recommendations on advocating for a ThinkGrad fee removal is strongly recommended. The fees should be waived for at least one year until proper internal organization and work is achieved.

5.10. *Transition with Incoming Executives*

The President informed all outgoing Executives that they must provide transition information to the incoming GSA executives. Any questions should be followed up with each executive and/or the GSA President during the month of May 2021.

6. Other Business

6.1. *Reflection from each Executive*

All outgoing Executives provided their reflections on working at the GSA during their tenure. Each Executive recognized that this was a challenging year for the GSA and for everyone. The GSA has shifted the life of each executive for the better because they have recognized it being a great experience. Overall, Executives' role are very demanding and rewarding. The President

thanked each of the Executives for the unique perspective brought forward and the efforts they put into their roles.

7. Confidential Session

8. In-Camera Session

9. Adjournment of Meeting

The President called the meeting to be adjourned at 7:01 PM.

Motion: to adjourn the meeting

Moved: VP Finance and Operations.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.