



We acknowledge that we live and work on Treaty 6 Territory and the homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

GSA Executives Meeting(s) on June 26, 2026

Time: 2:30PM

Attendance: Laila Valila, Hayley Pelletier, Rozars Faisal, Rupesh Acharya and Sunny Bui

Guests: None

All executives approved all of these actions.

Prior to the meeting, it had been requested that each executive prepare ideas and select dates for events within their portfolio that they are planning, so that GSA can proceed with a complete event programming schedule.

Announcements

- This was the final executive meeting for which President was responsible for recording minutes before responsibility transitioned to the AI Companion.
- VP External will assume responsibility for collecting executive availability, gathering agenda items, and coordinating future executive meeting logistics, including Zoom and streaming arrangements.
- The Executive noted upcoming dates, including the Alumo Conference on July 7–8, 2026; Jumpstart/Zombie Walk participation on August 14, 2026; and Welcome Week programming in early September.

Agenda Items

1. Approval of Agenda and Previous Minutes

a. Approval of Agenda

- The Executive approved the agenda.

b. Approval of Previous Minutes

- The Executive reviewed the June 5, 2026 Executive Meeting Minutes.

2. Executive Portfolio Updates

a. President

- Provided updates on committee attendance, transition support, post-election review planning, and support to executive members with portfolio responsibilities.
- Reported ongoing work to support the Edmonton trip planning, financial planning, Canva workflow training, and development of a process for PEC agenda submissions and advocacy tracking.
- Noted a need to establish a formal conflict-of-interest reporting pathway for future executive consideration.

b. Vice-President Indigenous Engagement

- The Executive discussed Indigenous community engagement and the need to recognize or provide additional acknowledgment for graduate students involved in Indigenous community engagement.
- Follow-up was noted regarding Pride Month and Indigenous Peoples Month activities, as well as future discussions with Rozars regarding the Pride Month/Breitman model.

c. Vice-President Finance & Operations

- Reported on the Bursary Committee meeting and noted that the committee selected 35 bursary awardees using a holistic review approach. Awardee names were to be submitted to Leah by midnight.
- The Executive noted that Bursary Committee minutes will be circulated to the Executive for information.
- VP Finance provided an update on RBC banking arrangements and noted that supporting documentation for signing authority had been submitted.

d. Vice-President External Affairs

- Reported efforts to schedule meetings with Minister Everett Hindley and the University Librarian.
- Planning was underway for FIFA 2026 viewing events in collaboration with VP Academic.
- Noted plans for a GMCTL/GSA meeting and sponsorship outreach to Red Swan Pizza.
- The Executive discussed the transition of newsletter coordination responsibilities to the VP External, including establishing submission deadlines and coordinating newsletter distribution dates with the GSA Operations Manager

e. Vice-President Academic & Student Affairs

- VP Academic & Student Affairs provided updates on academic and social group lists, student forum participation, email and advocacy management, and Edmonton trip planning with President.
- The Executive discussed the need to continue encouraging graduate student associations to ratify with the GSA.

3. Transition and Onboarding Follow-Up

a. Completion of executive transitions

- The Executive discussed transition and onboarding progress, including access to systems, files, shared drives, signing authority, Cascade access, and administrative handover.
- VP External was to share a ticket with the President regarding Cascade access.

- The President was asked to follow up with former VP Finance regarding completion of transition and onboarding by July 1.

b. Financial administration expectations

- The Executive confirmed that receipts and expenditure requests are to be submitted to the Vice-President Finance & Operations before being filed by Brenna.
- The Executive discussed using the GSA company card for GSA-related expenditures where possible to reduce reimbursement requirements.

c. Passwords and organizational access

- The Executive discussed prior access issues and agreed that GSA social media and organizational passwords should be updated and shared with appropriate executives.

4. Governance and Elections Follow-Up

a. Post-Election Review Report

- The Executive discussed the post-election review report and identified concerns regarding the absence of an Indigenous-specific component requested by VP Indigenous.
- The Executive noted that the report should be revised to better reflect key concerns, including Indigenous voter engagement and election-related communication issues.
- The Executive discussed receipt, review, and next steps arising from report recommendations.

b. PEC governance planning

- The Executive discussed future PEC agenda items, including Canvas outages, the incident at MBP during Convocation, governance issues, and graduate student advocacy priorities.
- The President will develop a template and tracking process for PEC submissions.

c. Ethics Committee ratification

- The Executive noted that Ethics Committee ratification is anticipated for the next Council meeting.

d. Council Chair recruitment

- The Executive discussed beginning promotion of the GSA Council Chair position before the current Chair's final meeting in August.

5. Strategic and Operational Planning

a. Executive calendar and representation

- The Executive discussed the executive calendar, recurring meeting schedule, committee representation, Faculty Council, University Council, PEC, and reporting expectations.
- Executives were encouraged to identify committee roles, confirm continuing representation where applicable, and consult previous committee members where useful.

b. Decision, action, and advocacy tracking

- The Executive discussed establishing clear processes for tracking decisions, action items, and advocacy files across the executive term.

6. Student Engagement and Communications

a. Student Experience Survey

- The Executive discussed the Student Experience Survey, including review of survey content, distribution timing, and inclusion of transit-related questions for Saskatoon Transit and U-Pass planning.
- The survey will be distributed through GSA communication channels, including the newsletter.

b. Newsletter process

- The Executive discussed newsletter content deadlines, submission processes, and coordination with Brenna regarding distribution dates.

c. External engagement and social media

- The Executive discussed rescheduling Ministry of Education and GSA Library collaboration meetings.
- The Executive also discussed confirming FIFA World Cup event dates and posting updates through Instagram, Facebook, and other appropriate GSA communication channels.

7. Welcome Week Planning

a. Programming and dates

- The Executive discussed Welcome Week plans for September 2–6, 2026, including a Wednesday barbecue, Thursday bingo with food, Friday GSA Pop Crawl, and a family-friendly event planned for Saturday.
- The Executive discussed event responsibilities, programming concepts, quotations, and confirmation of event dates.

b. Barbecue and event budget

- The Executive discussed a Welcome Week barbecue budget of approximately \$6,000, including tents, food, student club booths, and event logistics.
- The Executive reviewed lessons from the previous year's event, including ticket systems, free t-shirts, volunteer coordination, and anticipated attendance.
- The Executive discussed seeking additional sponsorship from CGPS and other potential partners, recognizing that sponsorship may require additional visibility or speaking opportunities.

c. Sponsor list

- VP Academic was to share the Welcome Week sponsor list with the Executive and coordinate outreach to potential sponsors.

d. Cost-saving measures

- The Operations Manager was asked to continue purchasing pop and related supplies on sale at Costco over the summer to help reduce Welcome Week costs.

8. Event Funding Applications

a. Black Graduate Student Association

- The Executive reviewed a funding request from the Black Graduate Student Association.

- The request was not approved because the proposed event was open to the general public rather than being primarily intended for graduate students, which did not align with GSA event funding requirements.
- The Executive noted that the group should submit a complete funding application rather than only a revised budget by email.

b. Computer Science Graduate Council

- The Executive reviewed a funding request from the Computer Science Graduate Council.
- **Decision/Outcome:** Approved for up to \$500, conditional on confirmation that graduate students will comprise the majority of event attendees.
- Funding will not be released until the graduate-to-undergraduate attendee ratio is confirmed.

c. Funding process

- The Executive reviewed the event funding process and noted that ratified groups may apply for up to \$700 twice per year, subject to eligibility requirements and reimbursement procedures.
- The Executive agreed that future funding applications should be added to executive agendas with hyperlinks to the full applications for review.

9. Finance and Operations

a. RBC account and corporate credit card implementation

- The Executive discussed implementation of the GSA RBC account and credit card, including pending official approval and signing authority arrangements.
- VP Finance and Operations Manager were identified as designated signing authorities pending bank approval.
- VP Finance was to follow up with Operations Manager regarding RBC signing authority and the status of approvals.

b. Office equipment and furniture

- The Executive discussed office equipment needs, including a new printer, office chairs, and furniture for the GSA Commons.
- The Executive decided that the printer should not be made available for public use due to cost concerns.
- Operations Manager was asked to contact University departments regarding surplus furniture before any new furniture is purchased.
- President was asked to research office chair options for Vice-President Finance & Operations review and approval.

c. Long-term GSA Commons rental request

- The Executive reviewed a request from a church group for a discounted long-term rental rate for the GSA Commons and use of the Executive Boardroom for children's programming.
- The Executive discussed concerns regarding precedent-setting, use of GSA space, and potential equipment damage.

- **Decision/Outcome:** The request for a reduced rental rate was denied. The request to use the Executive Boardroom was also denied.
- The Executive noted that long-term rental policy may be reviewed in the future if appropriate revenue, space-use, and operational criteria are established.

d. Barbecue rentals and policy review

- The Executive discussed ongoing challenges related to industrial barbecue storage, rental, and facility restrictions.
- The Executive agreed to review options for storage or sale of the industrial barbecues and revisit the barbecue rental policy.
- The CSAV conference group was permitted a one-time barbecue rental, conditional on completing the barbecue rental form and submitting it to Brenna, with the Operations Manager copied.
- The Executive noted the GSA barbecue rental booking link requires correction because it currently redirects users to the GSA Commons booking page.

10. Other Business

a. Zombie Walk / Jumpstart participation

- VP Academic was asked to organize GSA participation in the Zombie Walk/Jumpstart activity on August 14, 2026, including a half-hour session and circulation of details by email.

b. Engineering software request

- The Executive discussed a request from EGCC regarding installation of Blender software in Engineering computer labs.
- VP Academic was asked to contact the relevant academic representative, Dean's Office, or IT support to follow up on the request.

c. Edmonton trip

- President and VP Academic discussed finalizing quotations, transportation, accommodation, dates, and budget considerations for the Edmonton trip.

New Action Items

- **Brenna Maxwell** to contact University departments regarding surplus furniture before purchasing new furniture for the GSA Commons.
- **VP Finance** to submit the names of the 35 bursary award recipients to Leah by midnight.
- **VP Finance** to circulate Bursary Committee minutes to the Executive for information.
- **VP Finance** to prepare and send a rejection response to the Black Graduate Student Association regarding its funding application.
- **VP Finance** to request confirmation from the Computer Science Graduate Council of the graduate-to-undergraduate attendee ratio before releasing approved funding.
- **VP Finance** to ensure the Black Graduate Student Association submits a complete funding application.
- **VP Finance** to contact Brenna regarding RBC signing authority and follow up on the bank approval process.

- **All executives** to submit receipts and expenditure requests through the Vice-President Finance & Operations before sending them to Brenna.
- **All executives** to use the GSA company card for GSA-related expenditures where possible.
- **VP Finance / Brenna Maxwell** to communicate the GSA Commons rental decision to the church group.
- **Executive** to review options for storage or sale of the industrial barbecues and revise barbecue rental policy as required.
- **VP External** to collect executive availability for July, including weekdays and Saturdays, and coordinate rescheduling of the next executive meeting and retreat.
- **VP External** to take over collection of agenda items, executive availability, and meeting logistics for the remainder of the executive term.
- **VP External** to assume newsletter coordination responsibilities, establish submission deadlines, and coordinate distribution dates with Brenna.
- **VP External** to complete the CSAV barbecue rental form and submit it to Brenna.
- **VP External** to correct the barbecue rental booking link on the GSA website.
- **VP Academic** to work with graduate student associations to support ratification with the GSA.
- **VP Academic** to finalize quotes and dates for the Edmonton trip with President.
- **VP Academic** to organize GSA participation in the August 14 Zombie Walk/Jumpstart activity and circulate details by email.
- **VP Academic** to follow up regarding Blender installation in Engineering computer labs.
- **President** to schedule the GSA panel discussion and related sessions.
- **President** to add event funding applications with hyperlinked documents to future executive agendas.
- **President** to follow up with Lindsay Carlson regarding VP Finance's transition and onboarding.
- **President** to assist with Edmonton trip budgeting.
- **President** to support VP External with Canva workflow training.
- **President** to develop a PEC submission template and tracking process.
- **President** to develop a formal conflict-of-interest reporting pathway for future executive review.
- **President** to research office chair options for Vice-President Finance & Operations review.
- **President** to begin promotion of the GSA Council Chair position before the current Chair's final meeting in August.
- **VP Academic** to share the Welcome Week sponsor list and coordinate sponsor outreach.
- **Brenna Maxwell** to continue purchasing pop and supplies on sale over the summer to reduce Welcome Week costs.

Items for Next Meeting

- Confirmation of RBC account, corporate credit card, and signing authority arrangements.
- Update on event funding verification for the Computer Science Graduate Council.
- Follow-up on a complete event funding application from the Black Graduate Student Association.
- Final Welcome Week schedule, budget, sponsor commitments, and executive responsibilities.
- Update on industrial barbecue storage, sale options, and rental policy.
- Review of the draft PEC submission template and conflict-of-interest reporting pathway.
- Confirmation of the next executive meeting date and executive retreat schedule.
- Update on the Student Experience Survey distribution timeline.
- Progress update on GSA Council Chair recruitment.

Adjournment / Next Meeting

Adjournment: The meeting was adjourned at 4:03 p.m. by VP Indigenous Engagement and seconded by the VP External Affairs.

Next Meeting: July 15 at 2PM

Approved by: President, VP Finance & Operations, VP Academic & Student Affairs, VP Indigenous Engagement & VP External Affairs