



Graduate Students' Association

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 May 21, 2026

Time: 5:00 PM

Attendance: Laila Valila, Lindsay Carlson, Mandela Alema, Sunny Bui & Palash Roy

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

- Sunny Bui was acknowledged as the incoming GSA President.
- The outgoing Executive congratulated Sunny Bui on the incoming appointment.

Agenda Items

1. Executive Transition Requirements

a. Transition completion and final month of compensation

- The Executive discussed transition requirements for outgoing executive members.
- It was noted that policy requires outgoing executives to complete their transition responsibilities in order to receive final-month compensation.

b. Transition timeline

- Palash Roy requested that outgoing executive transition work be substantially completed by May 30, 2026.

- The Operations Manager advised that June 15, 2026 will be the final date on which outgoing executives retain access to their executive email accounts.

2. Fiscal Year Close and Budget Access

a. Termination of previous fiscal year budget lines

- Lindsay Carlson noted that the previous fiscal year had concluded.
- Budget lines associated with the outgoing Executive were closed, and new budget lines were renewed for the incoming Executive.

b. Outgoing executive budget access

- The Executive noted that outgoing executive members no longer have authority to access or use prior-year budget lines.

New Action Items

- **All outgoing executives** to complete required transition responsibilities by May 30, 2026.
- **All outgoing executives** to ensure necessary files, access information, portfolio records, and outstanding tasks are transferred before June 15, 2026.
- **Operations Manager** to ensure outgoing executives' executive email access ends on June 15, 2026.
- **Incoming Executive** to assume responsibility for renewed budget lines and associated financial planning for the new fiscal year.

Items for Next Meeting

- Confirmation that all outgoing executive transitions have been completed.
- Confirmation of email-access termination and administrative handover.
- Review of incoming executive access, files, budgets, and portfolio responsibilities.

Adjournment / Next Meeting

The meeting was adjourned at **5:15 PM**. There will be no future meetings for the 2025/26 executives.

Approved by: 2026-27 President, VP Finance & Operations, VP Academic & Student Affairs, VP External Affairs & VP Indigenous Engagement

