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 Friday August 14th

Time: 2:45PM

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

Guests: None

1. Approval of Agenda

a. The Executive reviewed and approved the agenda and order of business.

2. Approval of Previous Minutes

a. Approval of Executive Meeting Minutes will primarily occur via email.

3. Updates (by Position)

a. President — Updates

i. Provided an update on the fundraising campaign for the Childcare Centre and GSA operations, noting that progress has slowed pending resolution of governance matters.

ii. Reported that approximately $13,000 in funding had been received from the College of Graduate and Postdoctoral Studies.

iii. Provided an update on advocacy relating to graduate student space within the Health Sciences Building.

iv. Reported ongoing work reviewing governing documents and tracking inconsistencies between the Constitution, Bylaws, and Policy Manual.

v. Provided an update on Executive planning, Council preparation, and the Council Chair and Vice-Chair election process.

b. Vice-President Finance & Operations — Updates

i. Provided an update on coordinator hiring, office operations, and Welcome Week preparations.

ii. Reported that office hours would remain 8:00 a.m.–4:00 p.m., with a pilot extension to 7:00 p.m. on Mondays and Tuesdays.

iii. Presented the Alumo Conference report, including networking activities and expenditures.

c. Vice-President Academic & Student Affairs — Updates

i. Provided an update on Welcome Week planning and event logistics.

ii. Reported concerns received from students regarding the International Student Identity Card (CFS), including instances where students were being asked to pay additional fees despite coverage through student fees.
iii. Continued work supporting student group ratification and constitution updates.

d. Vice-President External Affairs — Updates

i. It was noted that the responsibilities of the Vice-President External Affairs had been temporarily delegated to other Executive members pending resolution of the Ethics Committee complaint at the August Council Meeting.

e. Vice-President Indigenous Engagement — Updates

i. Reported attempts to arrange a meeting with Gordon Oakes Centre; no response had yet been received.
ii. Provided an update regarding future Indigenous engagement initiatives.
iii. Discussed the importance of incorporating Indigenous-focused events into the annual calendar and monthly newsletter.

4. Action Items Follow-Up (from Previous Minutes)

a. Ratified Group Funding

i. The Executive reviewed outstanding ratified group funding items.

b. Ratification Period

i. The Executive reviewed communications and planning for the September 26 deadline for ratification.

c. Welcome Week

i. The Executive reviewed Welcome Week planning, including setup schedules, registration, food service, volunteer assignments, coordinator availability, and remaining logistical requirements.
ii. Family Day programming was discussed, including options for a bouncy castle, soccer activities, Spider-Man or princess appearances, and a petting zoo.
iii. The Executive agreed to proceed with the bouncy castle, soccer activities, and character appearance, and not proceed with the petting zoo.

d. Health Chats and Wellness Engagement

i. An update was provided regarding planning for the October wellness event.

e. Annual Calendar Review

i. Holiday Bingo planning, Research Conference scheduling, and Indigenous-focused events were reviewed.

5. Major Discussion / Decision Items

a. VP External Ethics Complaint

- The Executive moved in camera to discuss the Vice-President External Affairs ethics complaint due to the confidential nature of the matter.
- Following the in-camera discussion, the Executive returned to open session.
- The Executive reviewed the Ethics Committee decision regarding the Vice-President External Affairs and discussed the complaint process, the committee's findings, and the implications for the Executive.
- Discussion included differing views regarding the Ethics Committee's interpretation, the election process, and whether the Executive should accept the recommendation or permit the Vice-President External Affairs to continue serving.
- No final decision was made during the meeting.
- The President indicated that individual discussions would be held with each Executive member before making a recommendation.

b. Coordinator Hiring

- The Executive reviewed coordinator interviews, hiring progress, Welcome Week staffing requirements, and coordinator availability.
- It was agreed that coordinator hiring decisions would be finalized following completion of the remaining interviews.

c. Council Meeting Preparation

- The Executive reviewed Council preparation and upcoming motions.

d. Welcome Week 2026 Final Readiness Review

- The Executive completed a final operational review of Welcome Week events, including Orientation, Services Fair, Bingo Night, Social Night, and Family Day.
- Food service, volunteer assignments, setup times, registration processes, coordinator coverage, and event logistics were reviewed.
- The President presented an updated master planning schedule outlining setup, registration, food service, and event closing timelines.

e. First Responder to Sexual Violence Training

- The Executive discussed the the GSA team taking this training as it is offered for free to leaders.

f. Legal Services Program

- The Executive reviewed available legal service options associated with the student health and dental plan.

Motion: That the Executive proceed with implementation of the legal services program, utilizing existing health and dental plan surplus funds to absorb the additional $30 fee without increasing student fees.
Moved by: VP External Affairs / **Seconded by:** VP Academic & Student Affairs
Vote: Majority approval, with one vote against. **Status:** PASSED

It was noted that, under this option, students would not be able to opt out of legal services independently from the health plan.

g. Coordinator Availability for Welcome Week

- The Executive reviewed coordinator availability for each Welcome Week event and identified areas where additional volunteer support may be required.

h. Newsletter Contribution Expectations

- The Executive discussed expectations for regular Executive contributions to the GSA newsletter.
- It was noted that Indigenous-focused content should be included in each monthly newsletter where appropriate.

7. Other Business

a. AES Open House

- The Executive confirmed GSA participation.

b. Welcome to MPA Students

- The Executive confirmed GSA participation.

c. NGC Special General Meeting

- The Executive reviewed attendance requirements.

d. Academic Integrity Meeting

- The Executive discussed preparation for the upcoming meeting with Susan Bens.

e. Office Coordinator Hiring

- The Executive reviewed application numbers, interview progress, and expanded coordinator responsibilities.

f. Jumpstart

- An update was provided.

g. President Availability

- The President advised of periods of reduced availability while focusing on doctoral comprehensive examination preparation.

h. Council Motions

- Council motions were reviewed and revised in preparation for the upcoming Council meeting.

i. Recording Secretary Compensation

- The Executive discussed compensating the Recording Secretary in accordance with the Public Service Alliance of Canada Collective Agreement at the approved hourly rate, with a maximum of four hours per month unless otherwise approved.

j. Notary Application

- An update was provided regarding the Operations Manager's notary application.

k. Student Bus Pass Feedback

- The Executive discussed student feedback regarding the U-Pass and associated concerns.

New Action Items

a. President

- Meet individually with Executive members regarding the Vice-President External Affairs ethics complaint before making a recommendation.
- Request that the Ethics Committee submit its finalized report before the next Council meeting.
- Forward the strategic communication document regarding graduate student space to the Vice-President Academic & Student Affairs.
- Share the governing document discrepancy tracker with the outgoing Chair.
- Redistribute the Welcome Week master planning schedule to all executives.
- Ensure Council Chair applicants receive election information if not completed within the established timeline.
- Correct the Welcome Week QR codes for the Friday and Saturday events.
- Prepare a procedural motion to defer ethics-related Council business if the Ethics Committee report is unavailable.

b. Vice-President Finance & Operations

- Finalize coordinator hiring decisions with the President and Operations Manager following completion of the remaining interviews.
- Confirm coordinator and volunteer coverage for all Welcome Week events.
- Complete implementation of the legal services program (Option One), including obtaining the remaining Executive vote by email.
- Confirm Family Day vendor bookings for the approved activities.

c. Vice-President Academic & Student Affairs

- Meet with newly hired coordinators to review Welcome Week responsibilities.
- Finalize the list of organizations participating in the Services Fair and follow up with outstanding organizations.
- Investigate concerns regarding the International Student Identity Card (CFS).
- Continue supporting student group ratification and constitution updates.

d. Vice-President External Affairs

- No action items assigned.

e. Vice-President Indigenous Engagement

- Continue following up with Gordon Oakes Centre regarding a meeting.

- Attend the Indigenous student leadership meeting and identify Indigenous-focused events and resources for inclusion in the annual calendar and monthly newsletter.
- Incorporate Indigenous-focused content into future GSA newsletters in collaboration with the President.

8. Adjournment / Next Meeting
Adjournment: 3:55 PM
Next Executive Meeting: Friday, August 26, 2026, at 10:30 a.m.
Approved by: President, VP Academic & Student Affairs, VP Indigenous Engagement, VP Finance & Operations