

The University of Saskatchewan Graduate Students' Association



Council Meeting Agenda

Wednesday, September 16, 2015. 5:00 P.M. – 7:00 P.M.

GSA Commons

- 1 Call to Order**
- 2 Announcements**
 - 2.1 Quorum**
- 3 Approval of Chair**
- 4 Approval of Agenda**
- 5 Approval of July 29, 2015 Council Meeting (Minutes Attached).**
- 6 Executives Reports**
 - 6.1.1 President Report (Oral Report)**
 - 6.1.2 VP External Report (Report Attached)**
 - 6.1.3 VP Finance Report (Report Attached)**
 - 6.1.4 VP Operations Report (Report Attached)**
 - 6.1.5 VP Academic Report (Report Attached)**
 - 6.1.6 VP Student Affairs Report (Oral Report)**
 - 6.1.7 Aboriginal Liaison Report (Report Attached)**
 - 6.1.8 Q&A**
- 7 Committee Minutes**
 - 7.1 Orientation coordinator Selection Committee Meeting Minutes (30/07/2015) (Minutes Attached)**
 - 7.2 Executives Meeting Minutes (12/8/2015) (Minutes Attached)**
 - 7.3 Executives Meeting Minutes (26/8/2015) (Minutes Attached)**
 - 7.4 Executives Meeting Minutes (9/9/2015) (Minutes Attached)**
- 8 Old Business**
 - 8.1 Motion: GSA legal invoice (Rajat Chakravary/Ziad Ghaith)**

WHEREAS the GSA is in receipt of a legal invoice of \$8532

WHEREAS the GSA Executive has no authority as per GSA governing documents to

approve this expense

WHEREAS the GSA has no access to legal expertise to appropriately respond to this invoice

BE IT RESOLVED THAT the GSA Council set up a legal subcommittee that shall investigate further into this invoice, including but not limited to ways of reducing the invoice amount or counter legal options

BE IT FURTHER RESOLVED that the GSA President look for members of this committee

BE IT FURTHER RESOLVED that this GSA subcommittee respond appropriately to this invoice by August 31, 2015 and report the same to GSA Council.

Attachments:

[Legal Doc1](#), [Legal Doc2](#), [Legal Doc3](#), [Legal Doc4](#)

9 Q&A.

10 Next GSA Council Meeting 21 of October 2015

11 Adjournment

The University of Saskatchewan Graduate Students' Association



Council Meeting Minutes

Wednesday, July 29, 2015. 5:00 P.M. – 7:00 P.M.

GSA Commons

Attendees:

Cody Manchester, Danielle Robertson-Boersma, Chinyere Dara, Garrett Morandi, Jason Ho, Naheda Sahtout, Mustafa Aghbolagy, Rae- Leigh Pederzolli, Stacy Domolewski, Milad Taghavivand.

Executive:

Rajat Chakravarty, Ziad Ghaith, David Bennett, Jebunnessa Chapola, Hardi Shahadu, Natalia Terekhova, Dana Carriere.

Academic Unit	1	2
Psychology (1)		
History (1)		
Physics (1)	X	
Toxicology (1)	X	
Bioresource Policy & Economics (1)		
Archaeology & Anthropology (1)		
Philosophy (1)		
Kinesiology (1)		
Education Administration (2)		
Geology (1)		
Soil Science (1)		
Western College of Veterinary Medicine (2)		
School of Environment & Sustainability (1)		
Medicine (2)	X	X
Engineering (2)		
Plant Science (1)		
English (1)		
Geography (1)	X	
Public Policy (2)		

Biology (1)	X							
Public Health (2)								
Sociology (1)	X							
Chemistry (1)	X							
Animal and Poultry Science (1)	X							
Ex-officio – GSA Executive (7)	X	X	X	X	X	X	X	
Total (36) (Quorum – 19)								

1 Call to Order – 17:10

2 Announcements

2.1 Quorum – quorum was not present (16)

3 Approval of Chair Michel Anderson (Rajat Chakravarty/Ziad Ghaith)

It is moved that Mitchell Anderson be appointed chair pro tempore for the duration of the July 29, 2015 Council meeting, only for said meeting and only until such time as the meeting shall obtain quorum at which point the President or his designate shall take the chair and proceed with the election of the Council Chair of the Graduate Students' Association.

Motion passed unanimously

4 Approval of Agenda Moved by (Rajat Chakravarty/Hardi Shahadu).

Passed unanimously

5 Approval of June 30, 2015 Council Meeting (Minutes Attached). No quorum.

6 Executives Reports

6.1.1 President Report (Oral Report)

6.1.2 VP External Report (Oral Report)

6.1.3 VP Finance Report (Oral Report)

6.1.4 VP Operations Report (Oral Report)

6.1.5 VP Academic Report (Oral Report)

6.1.6 VP Student Affairs Report (Oral Report)

6.1.7 Aboriginal Liaison Report (Oral Report)

6.1.8 Q&A

No questions have been addressed to the executives.

7 Committee Minutes

7.1 GSA Bursary Selection Committee Meeting Minutes (07/06/2015)

GSA President gave a brief report about the bursary selection process speaks about the bursary selection process. He invited the council to read the meeting minutes which is

attached to the meeting agenda.

7.2 Executives Meeting Minutes (22/7/2015)

Executive meeting minutes attached to the council meeting agenda and is available on GSA website, all councillors were invited to review it.

8 Old Business

8.1 Motion: GSA legal invoice (Rajat Chakravary/Ziad Ghaith) – No quorum

Meeting chair: as the quorum is not present the council cannot take any action. The chair open the discussion.

Danielle Robertson-Boersma asked for some clarification about this legal invoice.

GSA president: clarified that he had a conversation with several members of Admin and they indicated that they were willing to provide some help to the GSA in this matter. There are still several scenarios in how this event plays out.

VP Student Affairs thinks that the nature of this issue is important, and he think we will have quorum in September meeting then we can take action, further he think we dont need to rush to pay the money.

Further question by: Jason Ho: is there any interest that we have to pay.

VP Finance: the interest is 18%

Jason Ho: Any written documentation about the interest. VP finance replied that there is no written documentation. GSA President added that the lawyer informed us verbally.

9 Q&A.

No questions have been raised.

10 Next GSA Council Meeting 16th of September 2015

VP Student Affairs proposed to postpone the next council meeting until the end of September 2015, GSA Chair replied that the council does not have authority to do so as the quorum is not present.

11 Adjournment meeting – 17:53

VP External Affairs Report –August – September2015

Highlights:

- Orientation Coordinator selection Committee – July 30
- Meeting regarding the possibility to have more Mitacs workshops – July 30
- Executive meeting – August 12, 26
- Designed questions for student survey
- GU15 meeting
- Building Bridges info session
-

Constitutional Review Committee

Mitacs

Meeting with Kim West from GMCTE and Iman Yahyaie from Mitacs Winnipeg regarding the possibility to have more Mitacs workshops this academic year. It looks like they provide a certain amount of workshops per university, I will check with Mitacs. However, we could host the workshops in the GSA Commons.

GU-15 meeting

Winnipeg, MB, August 17-19

The meeting addressed topics related to GSAs, grad students, university issues. For more detailed report, contact me.

CFS

Prepared Federal Budget Submission for Saskatchewan

Working with CFS to create Saskatchewan Steering Committee in order to access Saskatchewan component bank account. This money can be used for GSA initiatives in the future.

Met Deputy Chairperson Anne-Marie Roy in August to talk about the issue. We have to create a provincial exec and have all locals presidents sign bank document. Positions of Chairperson and Treasurer are vacant.

Campaigning

Attended meeting for Mental Health Week planning – August 20

ISSAC

ISSAC invited me to their team meeting to discuss possible collaboration, building bridges session, and performance at the int students orientation.

Orientation

Together with Jeb preparing performances for orientation.

Facilitating a session for GMCTE orientation to teaching.

Ordered and picked up Saskatoon guides from Tourism Saskatoon.

Organized volunteers to pack welcome bags.

Health and Dental

Contacted ihaveaplan regarding a new student's issue

International Activities Committee

Discussed topics for the year. Extensive discussion on changing language score policy, lots of issues around that. The policy was only changed to make sure the level of different exams is the same.

VP Finance Report –August – September2015

Good Day valued GSA members,

Welcome to a new academic year! It is my pleasure to provide you with an update on my activities as the Vice-President of Finance and to provide an update on the financial status of our Association.

1. Workers' Compensation Board

I am pleased to report that the GSA has received a credit on our account from the Workers' Compensation Board in the amount of \$151.22. They noted that "the WCB is funded solely through premiums charged to employers as well as investment earnings. Over the past few years, the WCB's investment portfolio preformed well, resulting in positive realized investment earnings. These investment earnings meant that at the end of 2014, the WCB's funded position exceeded its funding policy range of 105-120 percent and reached over 132 percent. After consultation with stakeholders and following a consultation period and further analysis from an Asset/Liability study, the WCB approved a distribution of the entire excess surplus over the funding policy range of \$141 million" The GSA qualified because our net premiums were greater than our net claims (which were zero) as averaged over a three year period. The last time a distribution like this happened was in 2001 so we should not expect a surplus distribution like this to become routine, but it is certainly a welcome occurrence.

2. Information Services Corporation Preliminary Financial Statements and Financial Audits.

The GSA is mandated to file year-end financial returns and maintain up-to-date registry information with the Information Services Corporation (a government-approved body that manages all business and non-profit registries in Saskatchewan). The deadline for submitting this information every year is August 31st but the information that is being submitted represents the GSA's end of year financial position of April 30th. Because of this I would suggest going forward that the bulk of the preparation for this document ought to be done by the current VP finance in preparation for the final submission by the next VP Finance. I realize this means more work for me this term but it makes sense as procedure going forward.

The GSA was able to submit the required documents with several days to spare and we now have until October 31st to submit final financial statements that have been approved by the auditor. Speaking of our financial audits... I wish I had a more concrete update on this matter but the process is still ongoing. I frequently contact our auditor to remind her that this matter is very important to us and to the University. It is disappointing that this process it taking so long. As soon as I have a more concrete update I will inform you and when these audits are finished the reports will be available for all GSA members to review.

3. Supporting Student Success

I need to speak with representatives from the following councils in the office after the meeting or please contact me via email (gsa.fin@usask.ca): Animal and Poultry Science, Archaeology and Anthropology (ARCHAIA), Bioresource Policy, Business and Economics GSS, College of Medicine GSS, Education Graduate Students' Association, English Academic Council, Geography Student Council, Graduate Geological Society, History Graduate Students' Council, Kinesiology Course Council, PEGASUS, Plant Sciences Course Council, Philosophy

Graduate Course Council, SENSSA, Sociology Graduate Students' Association, Soil Science Course Council, School of Public Health Students' Association, and WCVM GSA. Don't worry, none of you are in trouble, I actually have 2014/15 Council Funding Cheques to distribute to you. Some the records the GSA has were mixed as to whether you were societies or associations or what your actual name is on your bank accounts so if there are changes needed just let me know and we can get those processed rapidly. You'll need to sign our form saying that you received your cheque.

The GSA is pleased to continue supporting student initiatives including the upcoming *Tox on Tap* series of lectures as a platinum sponsor. For more information about Tox on Tap see: <http://toxontap.wix.com/sask>

Another initiative that is being undertaken largely by our Aboriginal Liason is the coordination of GSA sports teams in Campus Recreation intramural leagues. The funding for the registration of these teams is coming from money that was allocated for the GSA Executive Retreat that was not spent. I would much prefer to be supporting students in participating in activities like this than using that money for executive extravagance as was seemingly the past practice. A funding source for term two or for an increased number of teams will need to be identified going forward. One possibility is from Budget line 27 "Executive Meeting Refreshments." As far as I'm concerned the Exec. can drink the free tea, coffee, and iced tea that GSA provides to all members.

4. Orientation + Meet and Greet (Wine and cheese event)

Regarding the orientation which I know many of you were there and my colleague the VP Student Affairs will provide a great deal more information but the event was a success. He and his his team obviously put in a lot of hard work. I can just touch briefly on the financial aspect of the event and note that it was successful and came in under budget. There is an overview spreadsheet that I've attached at the very end of this report for members to review.

Just to note that this doesn't include the wine and cheese meet and greet event that was hosted on Sept. 11th but I will update this as soon as those expenses/invoices come in and are paid. There were some issues with the execution of this event regarding alcohol quantity and selection that may impact upon the overall orientation budget as this event is funded from that budget line. I think as an Executive we will sit down and discuss both these events to analyze the successes but also look at ways they can be improved upon.

5. Representation

It has been quite a busy time attending different meetings as a GSA representative. In addition to three GSA Exec. meetings (the minutes are available on the GSA website). I attended a meeting with Dean Baxter-Jones. Part of this was just keeping both parties updated but also to start discussing the need for professional student advocacy and what form that will take. I'm sure President Rajat will introduce that in more detail.

I and my colleagues attended a meet and greet with the Alumni Association. They've been supportive of the GSA in the past and I believe they will continue to do so. It is not just about getting financial support and sponsorship for our events from them. We're looking to develop a closer relationship with them and also to see about having alumni who are industry leaders come give career talks about their fields to grad students. Most of the GSA Exec. also

attended our first monthly breakfast meeting with the University Senior Leadership and the USSU Executive. Topics of discussion raised by the GSA included student advocacy and ensuring grad student representation on the Gordon Oakes Redbear Student Centre Steering Committee.

GSA Aboriginal Liason Dana Carriere and I along with the USSU exec. attended a welcome meet and greet at the Aboriginal Students' Centre. I believe they were all undergraduates but a few of them expressed interest in applying to grad school and continuing their education. Where the GSA can help is providing general advice and information to these students. We want them to become our members in the future. After writing this report but before the Council meeting I will also be attending the Provost's Advisory Committee on Gender and Sexual Diversity (PACGSD).

The Office Manager and I had a 7AM conference call with our insurance provider. I'm not sure they realized there is two hour time difference. They suggested that in light of last year's events and as a best practice that the GSA consider adding Directors/Officers Liability Coverage to our existing policy. This was also recommended by the auditor. The information for applying for this will be provided to me soon and depending on the underwriter's review of our financials this will cost the GSA approximately \$1000 per year. I recommend that we move forward with this process. They will also send us some coverage information about media liability coverage (may be worth looking at) and business interruption coverage (we don't need this). I will provide further updates on this.

6. Film Screening

I have some happy information to share with you all. The GSA is presenting a screening of the new movie PhD 2: Still in Grad School. It's based on the Piled Higher and Deeper Comics by Jorge Cham. You can go to the website listed and check out the trailer. It looks really funny (and topical!).

The film will be shown on Wednesday, September 30th at 6:00PM in ARTS 241 (Neatby-Timlin Theatre). Tickets will be \$5 in advance available at the GSA Commons or \$10 at the door. Capacity is limited.

We have to charge something for tickets in order to cover the cost of licensing the film and the posters that we printed to advertise the film. The movie is being shown on campuses across the world from UiT The Arctic University of Norway to The University of Waikato in New Zealand and dozens of places in between. Please make sure to tell your friends and colleagues about this screening and I hope you can all make it.

Film Website and trailer: <http://www.phdcomics.com/movie/>

7. Fiscal Updates / Budgets

I've attached the budget to date (Thursday September 10th) as well as the list of revenues and expenditures (up to September 10th). Should any member wish to see the original invoices or receipts or requires more information I encourage them to contact me at gsa.fin@mail.usask.ca

I just have a couple of notes about the budget to clarify some things. Under Line Four "USask Cold Beverage Agreement" you will see an amount of \$450.00. That revenue isn't actually from the Cold Beverage Agreement. \$360.00 are from our insurance provider. They sell an insurance product called Continuum Care which is an optional health/dental insurance they sell to students as they are graduating so that they can maintain their coverage on a monthly basis until they have another group plan, or long-term if they choose to (i.e. self-employed). Part of this product is a 5% revenue stream for the GSA. So, because the revenues were relatively small in the first few years and a decision was made to aggregate them and pay out after four years or when the sum became large enough to warrant a cheque, whichever came first. StudentCare contacted the GSA and let us know that a cheque has been issued to the GSA in the amount of amount of \$360.00. We don't have a budget line for that revenue and I had to put it somewhere. Once I meet with the Finance and Audit Committee we can come to the Council with a motion to add an appropriate budget line and reallocate this amount.

The other \$90 was a reimbursement from a former GSA Executive member who was told that they ought to claim for parking tickets and a per usage payment for taking minutes on a personal laptop. I appreciate that individual's gesture in making this repayment. Obviously it doesn't excuse everything, but it is better than nothing to be sure. In regards to the financial activities of last year that were of concern to many of you I am in the process of preparing a report that will include the cheque stubs, invoices, etc. as documentary evidence. I realize that no matter what it says there will be a segment of the membership that says it is nothing but a personal witch hunt. They're obviously free to feel however they want but I sincerely believe that the GSA membership deserves to have that information and make their own conclusions.

As per 5.4.6. of the updated GSA bylaws I hereby declare that each GSA executive member will receive a stipend of approx. \$598 per month from the College of Graduate Students Research in addition to the honorariums we receive from the GSA.

8. Conclusion

In conclusion, I am looking for a few volunteers to sit on the GSA's Finance and Audit Committee. The only payment I can offer you is some pizza and my sincere appreciation. (I'm not sure which you'll value more!)

Again, please do not hesitate to contact me should you have any questions or concerns or you want more information.

Best regards,

[David Bennett](#)

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Revenues

Fee-based		2015-16 Budgeted	2015-16 Actual	2014-15 Budgeted	2014-15 Actual
1	GSA Membership Fees	\$198,000.38	2768.35	\$189,953.00	\$190,925.90
2	GSA Commons Bookings	\$5,000.00	1710.00	\$4,500.00	\$6,781.00
3	UPASS Administration	\$10,500.00		\$10,000.00	\$11,011.00
4	USask Cold Beverage Agreement	\$4,000.00	450.00	\$0.00	\$6,000.00
Fundraising Dependent					
5	GSA Handbook Advertisement Sales	N/A	N/A	\$1,500.00	\$150.00
6	Orientation Fundraising	\$1000.00	1000.00	\$1,500.00	\$500.00
7	GSA Conference Fundraising/ Sponsorship*	\$10,000.00		N/A	\$10,000.00
8	GSA Gala Sponsorship*	\$20,000.00		N/A	\$23,900.00
9	GSA Gala Ticket Sales*	\$6,750.00			
10	CGSR Bursary Contribution**	\$0.00		\$20,000.00	\$30,000.00
11	CFS Handbook Advertisement Sales	\$750.00	685.00	N/A	N/A
Residual Revenues					
98	Tech Venture Challenge Funding***	\$60,000.00			
Total		\$316,000.38		\$227,453.00	\$279,267.90
*significant increase in revenue is a result of a change in reporting procedure to a more transparent method, and not a reflection of increased revenues.					
**significant decrease in revenue is a result of a change in procedure, and not a reflection of decreased revenues (CGSR now handles the distribution of their \$30,000 bursary contribution)					
*** This money was budgeted and allocated in September 2013 (motion 15) to support a grad student "Tech Venture Challenge" but was not distributed. The funds are now due.					
^ As reported by former GSA Pres. in 2015/16 Proposed Budget that was not adopted at AGM. Not all numbers verified or amounts accounted for.					

Expenses

		2015-16 Budgeted	2015-16 Actual	2014-15 Budgeted	2014-15 Actual
	Staff Salaries and Executive Honoraria				
12	Office Staff & Commons Coordinators Salary	\$70,000.00	22574.00	\$70,000.00	\$68,243.00
13	Presidential Honorarium	\$6,397.00	1599.24	\$6,397.00	\$6,397.00
14	VP Finance Honorarium	\$5,544.23	1848.08	\$33,265.00	\$33,265.00
15	VP Operations and Communications Honorarium	\$5,544.23	1579.81		
16	VP Academic Honorarium	\$5,544.23	1848.08		
17	VP External Affairs Honorarium	\$5,544.23	1848.08		
18	VP Student Affairs Honorarium	\$5,544.23	1848.08		
19	Aboriginal Liason Honorarium	\$5,544.23	1848.08		
	GSA Academic Council Operations				
20	Academic Council Funding	\$7,500.00	1093.21		
21	GSA Academic Council Food & Beverage	\$2,500.00	315.00	\$10,000.00	\$10,481.67
22	Standing Committee Meeting Food & Beverage	\$1000.00	43.30	N/A	N/A
	GSA Financial Expenses				
23	Annual Audit	\$7,000.00	330.00	\$1,500.00	\$0.00
24	Historic Audits	\$0.00		N/A	N/A
25	Bank and Credit Card Charges*	\$1,100.00	456.98	\$350.00	\$1075.00
	GSA Executive Operations				
26	Executive Travel Fund	\$3,500.00	1805.38	\$3,000.00	\$2,953.00
27	Executive Meeting Refreshments	\$333.33			
28	Executive Retreat Expenses	\$333.33	64.08	\$2,500.00	\$1710.87
29	Executive Meetings with External Delegates	\$333.34	289.00		
30	Presidential Discretionary Fund	\$400.00	11.05		
31	VP Operations Discretionary Fund	\$400.00	11.04		
32	VP Academic Discretionary Fund	\$400.00	11.04		
33	VP External Discretionary Fund	\$400.00	11.04	\$3,000.00	\$2,961.00
34	VP Student Affairs Discretionary Fund	\$400.00	11.04		
35	VP Finance Discretionary Fund	\$400.00	11.05		
36	Aboriginal Liason Discretionary Fund	\$400.00	19.04		

Student Funding and Bursaries							
37	Graduate Student Club Funding	\$5,000.00	214.75	\$5,000.00	\$3,450.00		
38	GSA Needs-based Bursary**	\$20,000.00	10,000.00	\$40,000.00	\$50,000.00		
39	U of S Travel Award Contribution	\$6,000.00	6000.00	\$6,000.00	\$6,000.00		
99	Tech Venture Challenge Funding****	\$60,000.00					
GSA Events							
41	GSA Awards Gala**	\$26,750.00		\$28,900.00	***\$5000		
42	GSA Conference**	\$10,000.00		\$15,000.00	****\$5000		
43	GSA Fall Orientation	\$7,000.00	6430.31	\$7,500.00	\$6,232.00		
44	GSA Winter Orientation	\$500.00					
Operating Costs							
45	Commons Renewal and Repair	\$1,500.00	303.96	\$1,000.00	\$982.00		
46	Commons Insurance	\$4,000.00		\$5,000.00	\$3708.00		
47	Telephone, Fax, Internet	\$2000.00	617.98	\$6,000.00	\$6,380.00		
48	Building Lease	\$25.00					
49	Incorporation and WCB Fees	\$300.00	87.90				
GSA Equipment and Supplies							
50	Stationary and Paper	\$750.00	279.75				
51	Coffee and Tea	\$1500.00	360.31				
52	Computer Rental and Lease	\$250.00					
53	Postage and Courier	\$100.00	90.84				
54	Printer Cartridges	\$800.00	110.65				
55	Electronic Equipment and Software	\$750.00	348.37				
GSA Services							
56	UPASS Administration Fee	\$10,500.00		\$10,940.00	\$10,225.00		
57	GSA Handbook Services	\$5,000.00	4998.00	\$6,000.00	\$4,662.00		
GSA Contingency Fund							
60	GSA Financial & Legal Contingency	\$17,212.63	1427.60	N/A	N/A		
* increases in our Banking Fees was noted at the September 2014 Council meeting as due to "capital cost and monthly fees for installation of debit machine, online direct deposit service."							
** significant decrease in GSA Needs-based Bursary budget line is a reflection of a change in procedure, and not a decrease in the overall contribution of the GSA towards these awards							
***significant increase in the Gala and Conference expenses is a result in a change in reporting procedure in the interest of transparency (matching the corresponding revenue lines increased under the same reasoning), and now reflects the true cost of each event.							
**** This money was budgeted and allocated in September 2013 (motion 15) to support a grad student "Tech Venture Challenge" but was not distributed. The funds are now due.							
Total Revenues		\$316,000.38		Total Expenses \$316,000.01			
NET		0.37					

July, August, September Revenues and Expenses (Up to Sept. 10/15)

Date	Withdrawal/ Out	Deposits/ In	Budget Line	Accounting Code	Note
2015/07/15		360.00	4	REV	Chq* 23836 Continuum Health and Dental Insurance Revenue
2015/07/15		200.00	2		Chq* 1217055 Commons Booking
2015/07/20	65.84		50	50000, 50001, 50007	Chq* 2552 Grand & Toy Office Supplies (Invoice H630634)
	6.70		53	53003	Custom Courier
2015/07/22		450.00(611.54-111.54 to FMD)	2	REV	Chq* 050 Commons Booking
2015/07/23	100.00		37	37001	Chq* 2553 Transnationalism Workshop Sponsorship
2015/07/24	72.25		47	47001	TS000560 / 2070 (Dial Tone - VoIP)
2015/07/24	6.02		47	47002	TS000560 / 2150 (Directory Advertising-white pages)
2015/07/24	4.49		47	47003	TS000560 / 2200 (Equipment Rental Analog)
2015/07/24	38.25		47	47003	TS000560 / 2200 (Equipment Rental-VoIP)
2015/07/24	17.00		47	47005	TS000560 / 2010 (Voice Mail)
2015/07/24	0.20		47	47004	TS000560 / 1250 (Long Distance)
2015/07/29	1420.30		UPASS	UPASS	Chq* 2556 Outstanding UPASS Remittance
2015/07/29	533.08		13	13001	Chq *2557 June Honorarium (Chakravarty)
2015/07/29	462.02		15	15001	Chq *2558 June Honorarium (Ghaith)
2015/07/29	462.02		18	18001	Cheque *2559 June Honorarium (Shahadu)
2015/07/29	462.02		17	17001	Cheque *2560 June Honorarium (Terekhova)
2015/07/29	462.02		16	16001	Cheque *2561 June Honorarium (Chapola)
2015/07/29	462.02		19	19001	Cheque *2562 June Honorarium (Carriere)
2015/07/29	462.02		14	14001	Cheque *2563 June Honorarium (Bennett)
2015/07/29	5051.95		12	12001	Office and Coordinator Payroll
2015/07/29	82.65		50	50005	Bulk AA and AAA Batteries from Amazon
2015/07/31	1.62		53	53002	D51373 / 20150731 (Postage Expenses)

2015/07/31	53.25		25	25200	Mon FEE07206683
2015/08/03	13.20		25	25001	Service Fee
2015/08/03	3.75		25	25001	Monthly Fee
2015/08/10	19.26		29	50003	Chq* 2569 Pro-Print for Business Cards
2015/08/11	953.00		26	26001 (518.00), 26101 (435.00)	Chq* 2571 SUDS Travel Reimbursement to Rajat Chakravarty
2015/08/12	200.00		26	26101	Chq* 2572 GU 15 Conference Registration for N. Terekahova
2015/08/14	68.98		29	50004	Chq *2573 Stampman Pro for Nametags
2015/08/17	60.00		FLOAT	FLOAT	Cash Withdrawal for Cashbox Float
2015/08/17	18.38		55	52001	IT000752 (Tech Support Hourly Rate)
2015/08/17	20.78		49	49001	Annual Renewal Corporate Registry Regina
2015/08/17	11.28		53	53003	Custom Courier
2015/08/20	40.00		25	25002	Bank Conference Fee??
2015/08/21	423.43		26	26001 (194.00), 26003 (163.19), 26008 (33.45), 26002 (2.13), 26011 (12.00), 26009 (18.66)	Chq* 2557 (Reimbursement for N. Terekhova for GU 15 Conference)
2015/08/21	78.99		26	26008 (44.00), 26003 (18.75), 26002 16.24).	Chq* 2576 (Reimbursement for R. Chakravarty for SUDS Travel Expenses)
2015/08/21		100.00	2	REV	Chq* 054 Commons Booking
2015/08/25	2499.00		57	57001	Cheque *2578 (Remaining 50% to CFS for Handbooks)
2015/08/26	6520.42		12	12001	Office and Coordinator Payroll
2015/08/26	533.08		13	13001	Chq* 2588 August Hon (Chakravarty)
2015/08/26	462.02		15	15001	Chq *2589 August Hon (Ghaith)
2015/08/26	462.02		18	18001	Chq *2590 August Hon (Shahadu)
2015/08/26	462.02		17	17001	Chq* 2591 August Hon (Terekohova)
2015/08/26	462.02		16	16001	Chq* 2592 August Hon (Chapola)
2015/08/26	462.02		19	19001	Chq* 2593 August Hon (Carriere)
2015/08/26	462.02		14	14001	Chq *2594 August Hon (Bennett)

2015/08/31	4.93		47	47003	TS000564 / 2200 (Equipment Rental Analog)
2015/08/31	42.09		47	47003	TS000564 2200 (Equipment Rental VoiP)
2015/08/31	17.86		47	47005	TS000564 / 2010 (Voicemail)
2015/08/31	0.85		47	47004	TS000564 / 1250 Long Distance)
2015/08/31	5.78		53	53002	D51653 / 20150831 (Postage Expenses)
2015/09/01	27.15		25	25200	Mon FEE07206683
2015/09/01	1.87		25	25001	Interac Fees
2015/09/02	18.60		25	25001	Service Fee
2015/09/02	3.75		25	25001	Monthly Fee
2015/09/02		150.00	2	REV	Cash Booking from Commons
2015/09/10	35.87		51.50	51002 (23.40) / 50005 (9.07)	Chq* 2616 Payment to Grand and Toy for Office Supplies
2015/09/10	100.00		FLOAT	FLOAT	Cash Withdrawal for Cashbox Float
Multi		2768.35	1	REV	Optional PostDoc Fees

VP Operations and Communications Report –August – September2015

This report highlights my activities over the period from 30th of July-14th of September, 2015It has been a quite moth at the GSA. The routine daily work vary from supervising GSA staff and commons to communicating with GSA members who address us with different questions.

Orientation Coordinator

I have with VP Student Affairs on hiring orientation coordinator. The process of hiring includes:

Replying to all applicants' emails and answer their questions regarding the orientation coordinator position;

Reviewing all the application (19);

Share the applications with VP Student affairs;

Set on the interviewing committee;

Writing the minutes;

Filing the evaluation forms and the minutes;

Communicating with all the applicants regarding their applications;

Helping in drafting the orientation coordinator contract.

GSA Website

Updating the association's website on daily basis and making sure that the content is appropriate and correct. All of the updates are done in cooperation with the GSA office manager and coordinators.

GSA Facebook Page

Updating the content of the GSA Facebook page and invite graduate students to follow our association's Facebook page on daily basis. Over August we have reach at least 200 new graduate students and the average posts reach per week exceeded 2000 reach.

Orientation event

I worked closely with GSA president and VP Student Affairs in advertising the event. I created a Facebook, we reached 900+ students.

Meet and Greet Social

I worked closely with GSA president in advertising the Meet and Greet Social. I created a Facebook event, we reached 550+ students.

Executives and Council Meetings

I organized three executive meeting and one council meeting. The organization including:

Calling for items;

Preparing the agenda;

Writing minutes (Thanks for VP Finance, who volunteered to take the minutes for 2 times);

Publishing the minutes.

Alumni Association

I have met with other executives the Alumni Association board. The goal of the meeting was to develop the cooperation with our association. Currently I and other GSA executives prepare a proposal and we will be meeting with the Alumni Association president and office manager early October.

Fall bursaries

I will be announcing the Fall bursaries over the next week. Currently I am updating the online bursary applications.

Councillor ratification and online ratification forms

I and the GSA president have updated all the ratification forms. Will report all the new application to the GSA president.

Young Innovators

I had some correspondences with the Young Innovators initiative executive, will have a meeting with her next week to discuss the cooperation between Young Innovators and the GSA.

Meetings

Date	Meeting details
July 29, 2015	Council meeting
July 30, 2015	Orientation coordinator interviewing committee
August 12, 2015	Executive meeting
August 21, 2015	U of S Alumni association meeting
August 26, 2015	Executive meeting
September 2, 2015	Orientation
September 8, 2015	Breakfast with the university president
September 11, 2015	Meet and Greet
Continues (on daily basis)	Meetings with GSA office manager and GSA coordinators

Ziad M. Ghaith
VP Operations & Communications
Graduate Students' Association
Emmanuel St. Chad, 1337 College Drive
Email: gsa.ops@usask.ca
Website: <http://www.gsa.usask.ca>

VP Academic Report – August – September 2015

Meetings attended:

- GSA executive meetings
- RSAW/ APC / TLARC meetings
- Working with New career development and employment programming , Student Employment and Career Centre (SECC).
- Building Bridges meetings. It is a partnership program run by the ASC (Aboriginal Students' Centre) and ISSAC (International Student and Study Abroad Centre), that aims to facilitate cultural exchange and counteract or disprove some of the misconceptions between cultures.
- Meeting with Desiree and planning to develop a research tools for graduate student's tuition principle and predictability.
- E-mail correspondence and online activism to promote GSA and create a space for educational activities.

Worked for Orientation:

- *Welcoming many new graduate students to our wonderful university community.
- * Represented GSA at the RA training at university residence office (Aug 21), Geology building.
- *Took part at BBQ in the bowl
- * Was responsible to organize cultural performances for Orientation BBQ party
- *Participated at the English Department orientation sessions and represented GSA.
- * Took part of ISSAC Orientation and was responsible for cultural performance as well.
- *Was involved with Meet and Greet of GSA

Workshops:

- **Blanket Exercise with Building Bridges (Aug 12, 2015)**

The workshop news came into Sheaf, CBC and CFCR community radio. Please find the links below:

http://thesheaf.com/2015/08/29/building-bridges-aims-to-enlighten-and-connect-u-of-s-students/?utm_source=feedburner&utm_medium=feed&utm_campaign=Feed%3A+thesheafRSS+%28The+Sheaf+in+RSS%29

CBC News link about Blanket Exercise workshop

<http://www.cbc.ca/news/canada/saskatchewan/international-students-learn-aboriginal-perspective-on-canadian-history-1.3188337>

- Library Researcher series sessions for Grad Student Orientation on Sep 3rd

Please check out this link for detailed info: <http://libguides.usask.ca/LibraryResearcherSeries>

- Involved with Teaching and learning courses at the Gwenna Moss Centre
<http://www.usask.ca/gmcte/>
- Beyond Borders: A Workshop on Transnationalism on September 11th. It was sponsored by the Interdisciplinary Centre for Culture and Creativity and the Department of History. Faculty members, Postdoctoral Fellows, and particularly Graduate Students in the HUMFA division with an interest in transnational methodology are encouraged to participate. Keynote Speakers were : Dr. Donna Gabaccia (History, University of Toronto Scarborough) Dr. Lisa Chilton (History, University of Prince Edward Island) and Dr. Colin Coates (Canadian Studies, Glendon College, York University)

- **Industry Talks initiative.**

I am looking for students to moderate the following sessions:

- October 2, 2015 – Mining and Oil & Gas
- October 30, 2015 – Energy and Environment
- November 6, 2015 – Science and Technology
- January 29, 2016 – Government
- February 26, 2016 – Healthcare and Research
- March 4, 2016 – Arts, Culture and Community

Please let me know if you find anyone is interested.

- **Organised Excursion for U of S students to Wanuskewin Heritage Park (Aug 8th, 2015)**
- **Collaboration** with Next Up, USSU Women's Center, Take Back the Night (Women's Community Coalition), CFUW Saskatoon Canadian Federation of University Women Inc, Council of Women, International Women of Saskatoon.

- Organised an **informal event** on Aug 22. along with Building Bridges, CFUW Saskatoon Canadian Federation of University Women Inc, Council of Women, International Women of Saskatoon to make an ally with GSA and to promote interdisciplinary and anti-racist education on campus. In this informal meeting with these community friends I tried to mainly involve young graduate women of the residence. I organised a dinner. Community partners discussed very informally about their organisations, feminism and women's rights, anti-racism etc. They also want to plan in future how else we can involve these young graduate students more and more in future.
- Working for **Federal Election** and trying to educate students' daily basis how to vote and why it is important to be aware of Canadian politics.

- **Dealing with Student's academic problems:**
- Currently I am dealing with 3-4 students for their academic life problems
- Helping International students often by replying their regular academic queries.

Aboriginal Liaison Report – August – September 2015

Gordon Oakes Red Bear Student Centre

I recently joined the Gordon Oakes Redbear Steering committee as the graduate student representative. The Gordon Oakes Redbear Student Centre is still under construction and an opening date has not yet been announced. There will be a Horse Dance at Wanuskewin Heritage Park on Friday, September 18 at 2pm. This event is being hosted by the University of Saskatchewan in conjunction with the family of Gordon Oakes Redbear. This Horse Dance is the third in a series of four that the U of S agreed to host to help prepare for the opening of the Gordon Oakes Redbear Student Centre.

Indigenous Graduate Students' Council (IGSC)

I am currently looking for Aboriginal (First Nations, Metis or Inuit) graduate students to join as council members on the Indigenous Graduate Students' Council. We will be having a meet and greet and an AGM later this month (dates to be announced).

Aboriginal Students' Centre (ASC) Meet and Greet

I was invited to attend the ASC meet and greet with student leaders and councils. VP Finance and myself, along with the USSU executive, and the Indigenous Students' Council (ISC) provided information to students about our roles, our councils, and how to get involved with the GSA, USSU, IGSC, and/or ISC.

Campus Rec Sports Teams

I am the Sports Representative for the GSA. The GSA executive had decided to sponsor graduate students teams to participate in the Campus Rec leagues. We currently have teams registered in soccer, volleyball, and basketball. There has been a lot of interest in the sports teams as it is a great way to meet other graduate students, have fun and socialize, and be physically active.

Missing and Murdered Indigenous Women

Regan Misponas recently approached the GSA for support on an initiative regarding Missing and Murdered Indigenous Women. More details on this initiative will be provided.

Graduate Students' Association



University of Saskatchewan - Graduate Students' Association Orientation Coordinator Selection Committee Meeting Minutes Thursday, July 30, 2015 - GSA Commons 5:00PM – 7:00PM

Present: Ziad Ghaith (VP Operations and Communications), Rajat Chakravarty (President), Hardi Shahadu (VP Student Affairs), Natalia Terekhova (VP External)

1. **Call to Order:** The meeting was called to order at 17:16 pm
2. **Approval of Minute Taker:** Ziad Ghaith was approved as a minute taker.
3. **Business**
 - 3.1. Nineteen (19) applications were received.
 - 3.2. Five candidate has been shortlisted based on VP Student Affairs recommendations
 - 3.3. Interviews started at 5:16PM, the following candidates were interviewed:
 - 3.4. Interviewing process: 12 questions have been asked for every candidate, these quations vary from past experience to funding and previous contribution to the GSA.
 - 3.5. Committee members ranked the candidate according to the funding status, past experience, and the ability to answer the questions. All committee members agreed that are the best among others.
 - 3.6. As it was hard to distinguish between both of them, the committee delegated the VP Student Affairs to investigate further in each of the top candidates and to inform the VP Operations and Communications about the outcomes, that the committee then can finalize its decision.
 - 3.7. All notes were submitted to the VP Operations and Communications.
 - 3.8. The committee members agreed that all the discussion and personal information of the candidates must be confidential.
4. **Meeting Adjourned at 18:48**

Graduate Students' Association



University of Saskatchewan - Graduate Students' Association GSA Executive Meeting Minutes Wednesday, August 12, 2015 - GSA Commons 4:00PM – 6:00PM

Present: Rajat Chakravarty (President), Ziad Ghaith (VP Operations and Communications), David Bennett (VP Finance), Hardi Shahadu (VP Student Affairs), Natalia Terekohova (VP External), Jebunessa Chapola (VP Academic).

Regrets: Dana Carriere (Aboriginal Liaison)

5. Call to Order The meeting was called to order at 4:06 PM.

6. Approval of Chair: President Rajat Chakravarty was approved as a Chair.

6.1. Moved by Ziad, seconded by David. All in favour.

7. Approval of Minute Taker: VP Ziad was approved as a minute taker.

7.1. Moved by President Rajat, seconded VP Jebunessa. All in favour.

8. Approval of the Agenda

8.1. Moved by President Rajat, seconded VP Ziad. All in favour. Motion passed

9. Approval of the Minutes of GSA Executive Meetings on July 22, 2015

9.1. Jebunessa requests to add discussion item (6.6) discussion on career talk with Student Employment and Career. No objection

9.2. Hardi requests to add information item (6.7) on the coming orientation. No objection. Center the approval of the Executive retreat minutes to the Agenda as item 6. There was no objection.

9.3. Approval of the agenda was moved by President Rajat, second by VP Natalia. All in favour.

10. Items for Actions/Information

10.1. GSA Office manager contract

- Ziad mentioned that we have to update GSA office manager contract and have it signed by the end of the current week.
- The executives approved the updates. Two duties have been added to the office manager contract. Ziad will make sure to finalize the contract and contact the office manager.

- Moved by VP Hardi, seconded by VP Jebunessa. All in favour.

10.2. Council -Suggestions to increase attendance and commitment

- Ziad would like to discuss how to improve the councillors attendance. He suggested to pay the councillors per meeting as compensation for their time and commitment. Hardi asked how much this would cost the GSA. David and Rajat said that this will cost roughly 3000 CAD. The executives agreed to leave this discussion after the ratification of the new executives.
- Rajat will communicate with the departments to organize the ratification of the new councillors.
- Ziad mentioned that it would be good to have GSA governance orientation for the new councillors. Rajat will look into that and organize it.

10.3. Collaboration with ISSAC

- Natalia wants to discuss how to improve the collaboration with ISSAC. Rajat mentioned that he has had conversation with ISSAC and he thinks we can propose ratifying the mixed group (grad and undergrad) by cooperating with ISSAC. Hardi suggested to take initiative and develop a proposal and meet with USSU and make decisions about it.
- Rajat will set up a meeting between GSA and USSU executives.

10.4. Career workshop talk

- Jebunessa had a meeting with the Student Career and Employment Center, the center provided her with a list of the proposed workshops. The executives agreed that the networking and job preparation workshop will be important for GSA members.

10.5. Orientation

- Hardi updated other executives about the preparation for the orientation. He mentioned that we have received about 70 applications. Most of the applicants are willing to

volunteer between 3-4 hours. He is working on assigning roles for them with the orientation coordinator and he will order the t-shirts and other items soon.

- This year all the promotional items will be in one bag.
- Hardi will invite the university president and dean to this event.
- Rita and Hardi will meet with the counters on Friday.
- Rajat will help in organizing the wine and cheese event, Jebunessa, Natalia, and Dana will help in the performance activities.

11. Meeting Adjourned

- Meeting Adjourned at 5:34 PM. Moved by VP David, seconded by VP Natalia. All in favour.

Graduate Students' Association



University of Saskatchewan - Graduate Students' Association
GSA Executive Meeting Minutes
Wednesday, August 26, 2015 - GSA Commons 4:00 PM – 6:00 PM

Present: David, Natalia, Ziad, Hardi, Jebunessa, Rajat, Dana

1. Call to Order - Meeting called to Order at 4:14 PM

The President expresses his regrets for being a few minutes late he was delayed at the bank.

2. Approval of Chair - VP External and VP Student Affairs move that the President will be chair. All in favour. Motion carries.
3. Approval of Minute Taker - VP Finance volunteers to take minutes. President and VP External make the motion. All in favour. Motion carries.
4. Approval of the Agenda - VP Student Affairs wants to add 6.12 Update on Orientation. Moved by President and VP Student Affairs. All in favour. Motion carries. The President wishes to add 6.13 Updates on CGSR Funding. VP External and VP Operations make the motion. All in favour. Motion carries.
5. Approval of the Minutes of GSA Executive Meetings on August 12, 2015. VP Finance: Any corrections or omissions? Seeing none President and VP External make the motion. All in favour. Motion carries.
6. Items for Actions/Information

1.1. GU15 meeting report (report attached)

Natalia Terekhova – VP External

The GU15 Meeting had a discussion on the assorted problems that students and student unions across the GU15 face. The VP External has attached the report to these minutes.

The VP Student Affairs queries as to whether the GU15 is a forum or more of a formal, rigid institution. The VP External notes that it is more of a forum but there are ongoing discussions on formalizing it and what the membership would be (i.e. McGill SU attends but is not formally part of the U15). These matters will be further discussed at the next meeting in April in Vancouver. The President notes that this group is different from the CFS. The VP Operations and Communications notes that our budget only allows us to send one representative to different meetings whereas many others send several. He asked if it would be possible for the executive travel budget line be increased. The VP Finance replies that it would be possible but it would require a council motion. There have been concerns about this budget line not being used judiciously in the past. The VP External notes that often meetings have concurrent sessions so sending just one person means that not all sessions can be attended.

1.2. Orientation performance

Natalia Terekhova – VP External

The VP External notes that we have Irish and Bangla performers lined up. We are also pleased to have Anna K. (a grad student to sing). The Aboriginal Liason is arraigning for some First Nations performers. The performers will need an area to change, we can make the GSA available. The President suggests that we can book a classroom in biology or physics buildings as a change room for the performers because it is close to the Bowl. He further notes that we need to get an MC for the event the DJ doesn't provide this service. Also, he suggested keeping a volunteer with the sound technician, as the performers will need to coordinate with the sound tech. VP External says that she can do this.

The President notes that there will always be things coming up at the last minute that we need to be prepared for. Sometimes volunteers are not available. VP External: What are the stage measurements? VP Student Affairs: Will contact Jason to confirm. There will be a stage for sure. The VP Academic asks: What if it rains? *fingers crossed it won't*

1.3. Addition of online voting approval to GSA meeting minute

Rajat Chakravarty - President

There have been motions and votes conducted online that our membership should be made aware off. These need to be added to the minutes of the meetings. This will be done by the President and VP Operations and Communications.

MOTION (1/7/2015)

BE IT RESOLVED THAT the GSA send GSA President Rajat Chakravarty for SUDS 2015 summit.

All in favour

MOTION (24/7/2015)

The most valuable resource of the GSA is its people (membership, staff, and executives).

Whereas the GSA advocates for and believes in paying members a fair wage for the work that they do.

Whereas the denoted wage below is commensurate with similar positions on campus.

BIRT that the salary for the GSA Office Manager position be increased. There will be no changes to the Office Manager's benefits package which includes enrolment in the health and dental plan as well as a parking pass. BIFRT this change becomes applied retroactively to July 1st, 2015.

In favour: 4

Opposed: 1

Abstain: 1

1.4. Orientation and wine and cheese

Rajat Chakravarty- President

President notes that the VP Student Affairs has asked for his expert assistance in organizing this Wine and Cheese event. September 4th was the original date that was discussed but this conflicts with the homecoming football game. Rajat as GSA President is invited to be part of the homecoming football game opening ceremony. He suggests that we don't want to conflict with any of our friends/sponsors that are supporting the alumni-backed homecoming game. He suggests Sept. 11th. 6-9 PM. This event needs to be more accommodating to those who don't drink. If we call it wine and cheese this is not sending the right message. The VP Academic suggests: GSA meet and greet. VP Student Affairs suggests: Welcome Social. VP Finance suggests: Soda and Samosas. The President notes that we will still sell wine at cost. He asks what kind of food items as he fears cheese will not be enough. VP External notes that samosas are good. The President states that he has a good samosa dealer who can hook us up. VP Operations and Communications notes that we need fresh fruits as well. President requests that he will need some idea of what the budget looks like at the end of the orientation BBQ as the funds that are left over will be used to pay for the meet and greet. President will optimize this budget once the VP Student Affairs has submitted his budget for orientation. VP Academic suggests we invite people to bring/play instruments.

1.5. SUDS Meeting debriefing

Rajat Chakravarty - President

President will write a report on this that will be detailed in nature to be amended to minutes in the future. He learned a lot and shared his reflections. Often the entire executive of student unions go. Training execs as to how to run their terms. They have breakout sessions for each portfolio. All of the USSU execs will also there. The CEO of studentcare was there as was someone from Elections Canada was. We can distribute campaign material. UBC AMS (who host the SUDS Conference) do a huge

survey every year. They give out iPads, etc. to encourage participation. They ask questions which have direct actionable items. VP Finance asks: How much does their survey cost? President replies that we can use the questions that have developed (they said we can use them for free.) It cost them \$60,000 or so to run. We can make it cheaper and just give recommendations to the future GSA exec and senior leadership. VP Finance asks how many people are in AMS. The President notes it is about 50,000 students. VP Student Affairs: wants to do a survey to help with evidence-based advocacy. President notes that they are mandated to do a survey every year. The uptake of their survey is only 3000 of about 50,000 members. The President will send a report to on this. Funding sources must be identified before this can proceed.

1.6. Election campaign

Rajat Chakravarty - President

The President suggests that we provide material on how to register and where to vote to our membership. He shares two broad ideas: 1. we can set up a bulletin board and people will post notes about why they want to vote. The VP Ops notes that we need to make sure that notes with profanity are not posted. 2. The GSA can incentivize people to vote and give them a sticker at the exits of polling stations. This sticker can then be redeemed for access to a specific social event.

The VP Ops notes that International students cannot vote in Canadian Federal Elections. The VP Finance notes that this serves almost as an inducement as many might not want to vote for personal or political reasons. It is important we remain non-partisan. President Rajat will take responsibility and refine these ideas more.

The VP Finance asks if we are going to sponsor a candidate's debate. The President is not sure but he notes that USSU is setting-up different booths on campus that are going to provide voting info.

1.7. Alumni meeting debriefing

Ziad Ghaith – VP Operations and Communications

The VP Ops notes that this was a good meeting. Alongside the VP Finance, Aboriginal Liaison, and VP External he met with the president of Alumni and their execs. We will have a formal meeting with them to inquire about arranging possibilities in terms of financial support. We invited them use the GSA Commons when they need to have meetings, etc. VP Finance notes that it was a very positive meeting. The AA and the GSA should work well together. Aboriginal Liaison notes that it was mostly meet and greet style. VP Ops reminds us that we need to organize ourselves well when we approach them and be formal. It makes look the GSA look amateur if we don't have one voice. VP Student Affairs notes that he sent them a letter to be part of our sponsorship for Orientation. The President suggests that we can arrange for influential alumni to come and give information sessions to grad students about internships, jobs, etc. Once a semester is a good timetable he suggests. This is the level of engagement that he would like to see with the AA. Not just a financial relationship. VP Operations notes that we need a good proposal before we meet with them. VP Student Affairs: One way to move forward is to submit an annual proposal like a budget that we give to CGSR. The VP Ops notes that we need to confirm these things with the Secretary of the AA first.

1.8. The PhD Movie 2 –Updates

Rajat Chakravarty- President

The President requests an update on this. The VP Finance notes that it comes out on Sept. 21 and the GSA will need to find \$500 USD for the license to screen the film. The President wants this done sooner rather than later. Aboriginal Liaison suggests that tickets be \$5 in advance and \$10 at the door. It is suggested that the money will be fronted from certain Exec. Discretionary funds.

1.9. GSA Sport Rep

Rajat Chakravarty - President

The President notes that he has spoken with campus rec. He suggests that we can have grad students to form sports teams along with a sports rep. He advises that we can help to form a sports club for our members and pay the registration fee for them. The VP Student Affairs asks what incentive there would be for someone to volunteer to be a sports rep. President replies: They get to be part of the team. Aboriginal Liaison suggests that she can provide some advice and facilitation in this matter as she is an expert sportswoman. President Rajat states that the GSA should look for campus rec. teams and create/call them GSA teams. We want to sponsor/support teams of GSA members. Aboriginal Liaison: We should provide sign-up sheets at Orientation event. The VP External will help the Aboriginal Liaison as they are both experts at sports of all sorts.

1.10. Gordon Oakes-Redbear Student Centre Steering Committee

Rajat Chakravarty- President

The President suggests that this committee *may* want a graduate student member. The Aboriginal Liaison suggests that need to push for a grad student representative on this committee. The President will follow up more with USSU President. Motion for the Aboriginal Liaison to be appointed to this committee should it accept a graduate student representative. Moved by the President and VP External. All favour. Motion carries.

1.11. New president welcome and engagement

Rajat Chakravarty- President

The President is sitting on PTAC. Incoming U of S President wants to engage with graduate students to find out what they want. There are two options. An informal meeting with him at the GSA Commons. Second: Closer to his installation have a town hall where we can call grad students to have a high level

of engagement. VP External notes that we can do both. The President notes that we need a solid strategy in mind as we don't want to invite him and only have 6 people show up. U of A went through a similar process when they got a new President. Incoming President's availability will be quite limited. President Rajat will prepare a document on ways of engagement.

1.12.

Updates on Orientation

Hardi Shahadu - VP Student Affairs

The VP Student Affairs notes that most of the major supplies are booked and secured. Three large BBQs, 500 Pens, 500 reusable 'swag' bags, 100 volunteer shirts in addition to the DJ and Sound System. Two parking passes for the day (to facilitate deliveries etc.) have been purchased. The food will be ordered tomorrow and will take up a large part of the remaining budget. A truck will be needed from enterprise rent-a-car. He is confirming a food safety monitor. Photographer needs to be arraigned and paid for. Sponsorship from StudentCare in the amount \$1000.00 has been secured. Volunteers are organized into teams. The VP Student Affairs and his team will put up posters. VP Finance asks: Isn't it a bit late for posters? We need a FB event for this as well. President and VP Student Affairs think there is still time for this. VP Student Affairs notes he will arrange for the food safety certificate from the City. We will have beef, veggie, and halal burgers. Chips and pop will also be also available. He also notes that we don't need a separate insurance certificate. The President asks that even though we are doing it in the bowl we don't need one? VP Student affairs replies in the negative and notes that the University has a copy of our insurance. He notes that this process has been involved and he will need help from the executives as the orientation draws closer.

6.13 CGSR Funding Proposal Updates:

The President is somewhat happy to note that certain budgetary asks have been approved. Namely, \$30,000 for needs based bursaries. One GSF for one orientation coordinator. One GSF for conference

coordinator and One GSF to be divided amongst the execs. VP Ops suggests that we look to implement an emergency loan system available for grad students.

7. Meeting Adjourn - Meeting adjourned at 6:19 PM.

Graduate Students' Association



University of Saskatchewan - Graduate Students' Association
GSA Executive Meeting Minutes
Wednesday, September 9, 2015 - GSA Commons 4:00PM – 6:00PM

Present: Rajat Chakravarty (President), David Bennett (VP Finance), Hardi Shahadu (VP Student Affairs), Dana Carriere (Aboriginal Liason), Ziad Ghaith (VP Operations and Communications), Natalia Terekhova (VP External)

Regrets: Jebunnessa Chapola (VP Academic)

1. Call to Order - Meeting called to Order at 4:24PM.

Prior to the commencement of the meeting a brainstorming session between the GSA exec. and Mr. Regan Misponas from the Indigenous Students' Council took place regarding Missing and Murdered Indigenous women in Canada (MMIW).

2. Approval of Chair - VP Student Affairs and VP External move that the President is going to be the chair. All in favour. Motion carries.

3. Approval of Minute Taker - The Vice-President of Finance is told to take minutes and does not strongly protest. Moved by the President and the Aboriginal Liason. All in favour. Motion carries.

4. Approval of the Agenda - The VP Operations and Communications seeks to add Item 6.13 Update on Discussions with the Alumni Association. Moved by the VP Student Affairs and VP External. All in favour. Motion carries. The VP Ops seeks to add item 6.14 Discussion of Fall Bursary Applications. Moved by the President and VP Student Affairs. All in favour. Motion carries. The VP External seeks to add item 6.15 discussion on the status of consultation with governance expert and the GSA's governing documents. Moved by the VP Operations and Communications and the President. The VP Student Affairs notes that the agenda is getting quite long and if necessary this item may have to be tabled for the next meeting. All in favour. Motion carries

5. Approval of the Previous Minutes of GSA Executive Meeting on August 26, 2015. President notes that the previous minutes were not properly uploaded to the GSA website but they were distributed to the executive. The VP Ops will instruct the coordinators to upload the correct file as soon as a possible. No corrections or omissions are noted. Moved by VP External and VP Student Affairs. All in favour. Motion carries.

6. Items for Action/Discussion

6.1 University Council Gala/Celebration [N. Terekhova]

The President notes that Professor J. Kalra (Chairperson of the University Council) suggested the GSA consider sponsoring a table for this event. This is beneficial to the GSA in that it will allow us to meet with potential new sponsors for our events. Chairperson Kalra has indicated that the GSA will get its sponsorship investment back in kind. Given the extremely negative publicity of the GSA in the previous year this will also help restore the image of the association and can be seen as a good will measure.

The President presents the following motion: Whereas the GSA wishes to restore and build strong relationships with the University Council Administration. BIRT that the GSA sponsor a table for the University Council Gala occurring later this month. BIFRT that the GSA provide an amount of \$1000 total (\$500 each from the budget lines 41 GSA Awards Gala and 42 GSA Conference) in a quid pro quo understanding of return sponsorship for our events. All in favour. Motion carries. The VP Finance will update the budget upon disbursement of said funds.

6.2 GSA Awards Gala [N. Terekhova]

The VP External queries whether we should host our event on a Friday or Saturday night (Dates March 4th or 5th).

The Aboriginal Liason asks if the VP Academic is planning a conference event on the Friday as these events can't conflict. The VP Ops notes that it may be possible to get more attendees on a Friday. The VP External notes that as it is a formal occasion perhaps a Saturday is better suited.

The President encourages all to reflect upon scheduling and the VP External will make a decision with the Coordinator and team in the future and we can discuss it then.

6.3 Peer Health Initiatives [N. Terekhova]

A representative from Student Health Services / Peer Health Team has inquired as to whether the GSA would be willing to support some of their initiatives. The VP External will instruct them to provide a proposal for support and it will be considered. The GSA is better able to offer in-kind donations such as our Commons space as opposed to direct funding. The GSA could consider helping to sponsor a "coffee talk"

6.4 The PhD Movie 2: Still in Grad School update. [D. Bennett]

The VP Finance is pleased to announce that the GSA is presenting a screening of the new movie PhD 2: Still in Grad School. It's based on the Piled Higher and Deeper Comics by Jorge Cham.

The film will be shown on Wednesday, September 30th at 6:00PM in ARTS 241 (Neatby-Timlin Theatre). Tickets will be \$5 in advance available at the GSA Commons or \$10 at the door and capacity is limited. Posters for advertising and tickets for sale will be available starting the morning of Sept. 11th. The VP Finance encourages all Execs. to help promote and to attend this event. We are charging for tickets in order to cover the cost of licensing the film for exhibition and poster printing.

6.5 MMIW (Missing and Murdered Indigenous Women Initiative) [D. Carriere]

This stems from our earlier discussion with the representative from ISC. The Aboriginal Liason will draft a motion to take to our governing body the Council. The Aboriginal Liason also notes that we can incorporate campaign materials that we have received from the CFS and consider adopting a position statement.

6.6 GSA Sports Rep. [R. Chakravarty]

Our Aboriginal Liason Dana Carriere is our sports rep! The GSA is sponsoring teams in several sports. The VP Ops and the President note that we are having problems distributing this (and other information) through CGSR email despite giving large amounts of lead time. The VP Student Affairs and the VP Finance suggest that the President and the VP Ops go and speak with them about this concern. The VP Student Affairs raises the good idea of categorizing emails and having a set standard of when it will be sent out (i.e. emergency, urgent, and standard).

The VP Ops notes that emails being sent out en masse via CGSR despite being submitted on individual days in advance is cascading our members' inboxes and leads to dissatisfaction. The Aboriginal Liason reminds the President of the need to create a GSA newsletter/digest to better communicate with our members.

6.7 GSA Wine and Cheese / Meet and Greet [R. Chakravarty]

The President reminds all that this event will take place this Friday September 11th at 6:00PM in the GSA Commons. Available foods will include: cheese, samosas, nuts and dried fruits. Water, pop and iced tea will be available for free. Wine and beer will be available for purchase for \$3 (at cost).

The VP Ops notes that is unfortunate that the fact we are charging for alcohol wasn't included with the advertising as some might be confused and expect free alcohol. This will be explained in the last advertisement email.

6.8 Federal Elections and Cooperation with the USSU [R. Chakravarty]

The USSU is doing a candidates forum on September 30th at 4:00PM (TBC) in the Health Sciences Atrium D. President Rajat and Saddleback want both groups to collaborate for this event. Three out of four candidates have been confirmed. There is also another electoral event taking place at STM sometime before the election. The GSA hosting a third event would be too much.

The VP Finance asks what the plan is to distribute all the election-related materials that we have (magnets, bookmarks, etc.) as they become useless after the 19th of October. The President indicated that he will handle this. The VP Finance suggests providing these items for the combined event. The President states that we can perhaps provide food and 'swag' for this event. The President will coordinate planning with President Saddleback.

6.9 Course Council Orientation [R. Chakravarty]

The President notes that there will be two planned orientation sessions. University Secretary Beth Williamson will provide one on the role of and importance of governance at the university. This will occur in the first hour part of the first GSA Council Meeting. Nominated chair Mitch Anderson has also been asked to provide an overview of Robert's Rules and procedures.

The VP Operations and Communications notes that on the Sept. 16th meeting there will be many members who may or may not be councillors and that membership of Council changes over the first two meetings. He suggests having an supplementary orientation at the October meeting.

All present agree that this is a good idea and will be followed up. Secretary Williamson may not be available for the October meeting though.

6.10 GSA Flea Market [R. Chakravarty]

President notes that the USSU has a flea market event where people can rent a table for \$10 or \$20 dollars and then sell their items, crafts, merchandise, etc. to students. He asks if this is something the GSA would be interested in developing.

The VP Ops asks whether this event would focus on selling new or used items as flea market sounds 'junky.' The VP Finance and the Aboriginal Liason suggest the name GSA Marketplace is better. The Aboriginal Liason will look into this matter and look at having a marketplace for the winter.

The President suggests it might be challenging to rent out enough tables for the event to reach critical mass.

6.11 U of S President Installation [R. Chakravarty]

The GSA President plans to invite the incoming U of S president prior to October Council Meeting for a town hall type of welcome event. We will also be hosting a "Welcome President Stoicheff BBQ" and serving the leftover burgers from the Orientation BBQ. We may need to purchase some halal burgers as there are none left.

6.12 Updating and Online Ratification Forms [R. Chakravarty]

The President and the VP Ops spent the afternoon updating the online ratification forms and they now include an email opt-in agreement for Councillors. An announcement will follow up on this.

The President will help coordinate ratification social groups.

6.13. Alumni Association [Z. Ghaith]

The VP Ops has been corresponding with the President of the AA and her team. They would like to have another meeting with us (likely Early in October). He is constructing a specific agenda/proposal on behalf of the GSA. Included in his preliminary proposal is a request for the AA to help fund our coordinators to extend the hours of the Commons.

Some concerns were expressed in this regard as to whether this was a practical request and it may impact on other funding needs from the AA including sponsorship of gala and conference. The VP Student Affairs noted that we need to work on our connections with them in general and not just ask

them for money. Particularly in developing internship advice and career connections. All agreed with this suggestion.

6.14 Discussion on Fall Bursary [Z. Ghaith]

The VP Ops notes that he is going to send out an email next week. We will be distributing 20 bursaries this fall term. He indicates that he will need more help from the VP Academic in this task.

6.15 Governance Documents and Governance Consultation [N. Terekhova]

CGSR has helped pay for this service in the past. Dean Baxter-Jones asked if, when (and why) we would need to use this service again to review our governance documents. The VP External and the President will coordinate this with the policy review committee but we should take advantage of this service.

7. Motions

7.1 Whereas Tox on Tap is a Saskatoon-based public science initiative that is primarily organized and facilitated by a group of Toxicology graduate students, that organizes events aimed at the facilitation of open discussion between the general public and the scientific community on current issues in toxicology and environmental science. The GSA has supported ToT in the past. BIRT that the GSA agree to become platinum sponsors for the 2015-16 series of Tox on Tap events and contribute funding in the amount of \$303.00. BIFRT that the GSA offer in-kind promotion of ToT events on its website and social media properties. Moved by VP Finance. Seconded by President.

Appendices: Proposal and Letter from ToT group.

Discussion: It was noted that those who have attended these events in the past have found them to be very well organized and informative. The VP Finance will ensure that ToT uses any disbursed funds in accordance with our bylaws. Seeing no further discussion the question is called. All in favour, Motion carries.

8. Meeting Adjournment - Meeting adjourned at 5:56PM. The next Executive meeting will be Weds. September 23rd at 5:00PM and not 4:00PM.