



Graduate Students' Association - University of Saskatchewan
Council Meeting Agenda
Tuesday September 24, 2019 - GSA Commons
17:00 – 19:00

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

#	Item	Page	Action
1	Call to Order		
2	Approval of the agenda	1-2	<i>Decision</i>
3	Election of GSA Chair and Chief Electoral Officer		<i>Decision</i>
4	Approval of the minutes from August 13, 2019	3-10	<i>Decision</i>
5	Information to be received	11-29	<i>Decision</i>
	A. July 17, 2019 Executive meeting minutes		
	B. August 21, 2019 Executive meeting minutes		
6	Executive reports	30-46	<i>Information</i>
	A. Report of the President		
	B. Report of the VP Finance and Operations		
	C. Report of the VP Student Affairs and GSA Fall Orientation Report		
	D. Report of the VP External Affairs		
7	Checklist for New Graduate Students	47-48	<i>Information</i>

8	Appointment of 2 GSA Board members as per the GSA Constitution (Section 6.4)		<i>Decision</i>
9	Appointment of 2 Representatives to the University of Saskatchewan Student Forum	49-53	<i>Decision</i>
10	Ratification of Social Clubs for 2019/2020	54-144	<i>Decision</i>
	A. ASHRAE		
	B. Bangladeshi Students' Assoc.		
	C. Brazilian Students' Assoc.		
	D. International Students' Assoc.		
	E. Nepalese Students' Assoc.		
	F. Pakistani Students' Assoc.		
	G. U of S AAPS-American Assoc. of Pharmaceutical Scientists Chapter		
	H. USask IEEE PES Student Branch Chapter		
	I. Let's Talk Science		
	J. Samadhi Meditation Students' Club		
	K. Tox on Tap		
	L. Women in Chemistry		
	M. Nigerian Students Association		
	N. Satellite Rotary Club		
	O. Plant Sciences Graduate Students Association		
11	Other Business/Announcements		<i>Information</i>
12	Adjournment		<i>Decision</i>

Next meeting: October 15, 2019.



University of Saskatchewan
Graduate Students' Association
GSA Council Meeting Minutes
Tuesday August 13 2019. GSA Commons

As Council gathers, we acknowledge that we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of our gathering place and reaffirm our relationship with one another.

Attendance: *See appendix A*

1. Call to Order

The Chair of Council officially called the meeting to order at 5:13pm.

Mr. Osai Clarke acted as the recording secretary for the meeting.

2. Approval of the agenda

Motion to approve the agenda as amended. (Adams/Thomas)

Carried

3. Approval of the minutes from June 18, 2019

Motion to approve June 18th minutes. (Zahan/Parolia)

Carried

4. Information to be received

a) June 12, 2019 Executive Minutes

Motion to receive agenda item 4A. (Mohammed/Schulte)

Carried

5. Executive reports

A. Report of the President

President Rengifo addressed the gathering by thanking councillors for being active members in current and future initiatives. The Executives have scheduled a meeting with the Dean of CGPS to discuss the best ways forward concerning the student supervisor agreement. Some other initiatives would be the sexual assault awareness week in September, global connections event, and orientation events on September 4th so stay tuned to the newsletter and emails for updates. The student engagement with the community will be one of the new initiatives and will be elaborated on further during the September council meeting.

The Chair asked if there were any questions for President Rengifo.

Question from Parolia:

What ever happened to the GSA's bid for a seat on the Board of Governors and are we going to continue to seek a position this upcoming academic year? Additionally, can you update your report to reflect the status of this initiative?

Answer from President Rengifo:

We will be working on this bid and continuing from what has been done. An update on the bid will be added to subsequent reports on a direction for the initiative.

B. Report of the VP Finance and Operations

VP Alam informed the councillors that the GSA bursaries were awarded to 10 of 72 applicants and thanked all those that helped during the vetting period.

The Chair asked if there were any questions for VP Alam.

There were no questions for VP Alam.

C. Report of the VP Student Affairs

VP Fonseca shared with Council that the orientation event will take place on Sept 4th from 5 pm to 8 pm starting with a few speeches to be held in Biology room 106 which will be followed up by the customary BBQ in the bowl. VP Fonseca also asked that councillors join the orientation activities. She

will be working on a new initiative with student health that will take the form of a peer help group and will largely focus on the mental health of graduate students.

The Chair asked if there were any questions for VP Fonseca.

There were no questions for VP Fonseca.

D. Report of the VP External

VP Ezekwesili let councillors know that all the GSA Guppies sporting events have ended for 2018/2019. She also updated the members on the adopt a plot program where they've harvested 2 lbs of carrots, 3 lbs peas, 2 lbs of beans. Concerning the health chats for the 2019/2020 school year a detailed list of those activities will be given to councillors at the September council meeting.

The Chair asked if there were any questions for VP Ezekwesili.

There were no questions for VP Ezekwesili.

6. Items for Information/Discussion

A) Academic Council Registration for 2019/2020

President Rengifo reminded academic councillors that the next council meeting is on Sept 24th and that their respective academic councils are invited to register for the 2019/2020 year prior to this meeting.

B) International Students on Implied Status

President Rengifo invited former President of the GSA, Sahtout to speak on the University's earlier decision regarding work terms for international students on implied status. This refers to students who are currently in the process of renewing their study documents. According to the Government of Canada these students are seen as no longer holding a valid study permit and may no longer be authorized to work. President Rengifo shared that however, the University's decision now states that international students on implied status will be eligible to engage in on campus employment during this period, which was welcoming news.

Q: Did this implied status restriction and reversal have any impact on the number of hours an international student can work on campus?

A: President Rengifo: There are no changes to the number of hours an international student can work on campus, but students should be aware that the study permit limits one to 20 hours/week of work off campus.

7. Other business/Announcements

President Rengifo reminded councillors to take part in the library's survey concerning their collections budget as this will best inform them as to the journals of greatest importance to the University community. The surveys were emailed twice in the last few weeks.

The Chair reiterated that the August meeting was the last council meeting for the summer and the next council meeting will be on the September 24.

In closing the Chair thanked Council members for their commitment and contributions to the GSA, as well as the Executives and the Council secretary for all their efforts during the 2018/2019 academic year.

8. Adjournment

Motion to adjourn (Adams/Thomas) at 5:39pm.

Carried

Appendix A

Academic Council	Name of Councilors and (alternates)	Sep.25 2018	Oct.16 2018	Nov.20 2018	Dec.11 2018	Jan.22 2019	Feb.26 2019	Mar.19 2019	Apr.9 2019	Jun.18 2019	Aug.13 2019
Animal & Poultry Science	Brittany Ross (Tess Mills)	P	R	P	A	A	A	A	A	A	A
ARCHAIA	Alne Dolln (Adrienne Ratuszniak)	P	P	P	A	A	A	A	P	A	A
Biology	Dylan Baloun (Carmen Marquez Mellidez)	P	P	P	P	P	P	P	A	A	A
Chemistry	Doug Fansher (Richard Pettipas)	P	A	R	P	P	P	P	P	P	A
Geography & Planning	Bethany Thiessen (Apeksha Heendeniya)	P	P	P	P	P	P	P	A	A	R
Geological Sciences	Brittany Laing (James Schulte)	P	P	P	A	P	P	P	P	P	P
History Graduate Students' Committee	Derek Cameron (Mckelvey Kelly)	P	P	P	A	P	P	A	A	A	A
IGSC (1)	Tara Million (Adam McInnes)	P	P	NA	NA	NA	NA	NA	NA	NA	NA
IGSC (2)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Kinesiology	Natasha Boyes (Natalie Houser)	P	P	P	P	P	R	P	P	A	A
Computer Science Grad Course Council (1)	Rifat Zahan (Tonny Kar)	P	P	P	P	P	P	P	P	A	P
Computer Science Grad Course Council (2)	Parastoo Veisi (Kawser Nafi)	A	P	A	P	A	P	P	A	P	P
PEGASUS	Alex Chang (Ethan Runge)	P	P	P	P	P	P	A	A	P	R

Academic Council	Name of Councilors and (alternates)	Sep.25 2018	Oct.16 2018	Nov.20 2018	Dec.11 2018	Jan.22 2019	Feb.26 2019	Mar.19 2019	Apr.9 2019	Jun.18 2019	Aug.13 2019
Engineering, Electrical	Ozan Gunes (Jose Berkenbrock)	P	P	P	A	P	P	A	P	A	P
Engineering, Biomedical	Saman Naghieh (Ejalonibu Hammed)	P	P	P	A	P	P	A	A	P	A
Biochemistry, Microbiology & Immunology	Kusum Sharma (Mamata Panigrahi)	P	A	P	P	P	P	A	P	A	A
Anatomy, Physiology & Pharmacology	Kushagra Parolia (Sarah Martin)	P	P	P	P	P	P	A	A	A	P
Community Health & Epidemiology	Jacob Alhassan (Liliana Rodriguez)	NA	P	P	R	P	P	R	R	A	A
Health Sciences	Chelsea Cunningham (Scott Adams)	NA	P	P	P	P	P	P	A	A	P
Academic Council	Name of Councillors and (alternates)	Sep.25 2018	Oct.16 2018	Nov.20 2018	Dec.11 2018	Jan.22 2019	Feb.26 2019	Mar.19 2019	Apr.9 2019	Jun.18 2019	Aug.13 2019
Art and Art History Graduate Students Council	Rachel Broussard (Gale Hagblom)	NA	NA	P	R	P	A	A	P	A	A
Plant Science (PSGSA)	Hu Wang	NA	NA	P	P	P	A	P	P	A	A
JSGS	Susmitha Rallabandi (Gebeyehu Abate)	NA	NA	NA	NA	P	A	A	A	A	A
Toxicology GSA	Stephanie Graves (Abby Debofsky)	NA	NA	NA	NA	P	A	A	A	A	A
Exec. President	Naheda Sahtout/ Mery Mendoza Rengifo	P	P	P	P	P	P	P	P	P	P
Exec. VP Fin and Ops	Jesus Corona Gomez/ Mohammad Wajih Alam	P	P	P	R	P	P	P	P	P	P

Academic Council	Name of Councilors and (alternates)	Sep.25 2018	Oct.16 2018	Nov.20 2018	Dec.11 2018	Jan.22 2019	Feb.26 2019	Mar.19 2019	Apr.9 2019	Jun.18 2019	Aug.13 2019
Exec. VP Student Affairs	Edgar Martinez- Soberanes/ Alejandra Fonseca	P	P	P	P	P	P	P	P	P	P
Exec. VP External	Somto Ufondu/Chiamaka Ezekwesili	P	P	R	P	P	P	P	P	P	P
Exec. Indigenous Liaison	Indigenous Liaison	P	P	NA	NA	NA	NA	NA	NA	NA	NA



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes

July 17, 2019

Present: Mery Mendoza (President), Mohammad Wajih Alam (VP Finance and Operations), Alejandra Fonseca (VP Student Affairs), Chiamaka Ezekwesili (VP External).

Regrets/Absent: None

Guest: Mary Bajomo (VP finance of Engineering Graduate Community Council)

1. Call to Order / Opening Remarks

The President called the meeting to order at 6:04 PM.

2. Approval of the Agenda

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

Motion to approve the Agenda as amended moved by the President and seconded by the VP Finance and Operations.

Vote All in Favour, Motion carried.

3. Approval of the June 12, 2019 Executive Meeting Minutes

The President asked whether there were any further amendments to the June 12th Executive Meeting Minutes.

Motion to approve the June 12, 2019 Executive Minutes moved by the VP Student Affairs and seconded by the VP External.

Vote all in Favour, Motion carried.

4. Items for Action

4.1 Fall/Winter Executive Meeting Dates

The President wishes to confirm the Fall/Winter Executive Meeting dates. Proposed final dates for GSA Executive Meetings are:

- September 9th and 23rd
- October 7th and 21st
- November 4th and 18th
- December 9th
- January 13th and 27th
- February 10th and 24th
- March 9th and 23rd
- April 13th and 27th

Motion to approve the GSA Executive dates, as listed above, moved by President and seconded by VP Student Affairs.

Vote all in favour, Motion carried.

4.2 Fall/Winter GSA Council Meeting Dates:

The President wishes to confirm the Fall/Winter Council Meeting dates. Proposed final dates for GSA Council Meetings are:

- September 24th
- October 15th
- November 5th
- December 3rd
- January 28th

- February 25th
- March 17th
- April 14th (Potential AGM)

Proposed election dates in between March 30th to April 3rd.

Motion to approve the GSA Council Meeting dates, as listed above, moved by President and seconded by VP Student Affairs.

Vote all in favour, Motion carried.

4.3 Funding request

The President mentioned that we received a funding request from Engineering Graduate Community Council (EGCC). The document, presented by EGCC, had a clear budget description for two proposed events and was shared with all executives. The President welcomed the VP of finance of EGCC, Mary Bajomo, via Conference Call and asked her to briefly describe the proposed events. Mary explained that they are planning two events, the Engineering Graduate Research Conference to be held on September 12, 2019 and Orientation Day for new Engineering graduate students to be held on September 20, 2019. The research conference targets engineering students from all disciplines to showcase their research work. The audience for this event will be from both, industry and University and around 400 attendees are expected. Posters will be judged and prizes will be distributed for best poster presentations. For the orientation event, Mary explained that this well-structured event expects around 100 people and this is a way to welcome students to the University.

The President opened the floor for questions. The VP External asked how the GSA will be promoted if the posters are already done for the research event. Mary mentioned that GSA will always be mentioned at the event and the logo will be added in any future posters related to this event. The VP Student Affairs asked what miscellaneous means on the funding request. Mary replied that it includes cost such as: transportation, logistics and some unforeseen circumstances. The president asked where the event will be held and Mary replied that it is planned to be in the College of Engineering. The

President mentioned that when the GSA sponsors an event, the GSA logo is expected to be on the posters and an announcement should be made at the event. Mary agrees to add GSA logo, found on the website, on posters and advertising material. The President indicated that the decision is based on the budget and not on the event. The President thanked Mary for providing the proposal and further information. The decision will be made and it will be communicated via email. The president mentioned that GSA can only sponsor up to 500 CAD per academic year but since EGCC represents all the engineering groups at the University, the executives can go above the amount.

The VP External moved to approve funding in the amount of \$800 for this event. This motion was seconded by the VP Student Affairs.

3 in favour, 1 abstention (VP Finance and Operations due to Conflict of Interest)

4.4 ThinkGrad

The President mentioned that as part of the GSA's affiliations with ThinkGrad, Executives attend these conferences every year. As per role, the VP External usually attends these meetings unless otherwise indicated, and because of budgetary constraints, for this year only one individual will be attending to any meetings, conferences, etc. held outside Saskatoon. During the executive retreat held on May 4th, 2019, the executives decided that:

VP External will attend CFS conferences,

VP Student Affairs will attend Student Care Conferences,

VP Finance and Operations will attend ThinkGrad conference in August and

The President will attend ThinkGrad conference in April next year.

The President hopes that, the VP Finance and Operations, has a good learning experience and brings valuable information from ThinkGrad conference held this August in Montreal.

Motion to approve the participation of VP of finance and operations in the first ThinkGrad conference held in August 2-3, 2019. Moved by VP External and seconded by VP Student Affairs.

Vote all in favour, Motion carried.

4.5 Newsletter Content

The President mentioned that a procedure for content and dates needs to be followed when sending the GSA newsletter. The executives agreed that GSA events will be given priority followed by any information that directly or indirectly impacts graduate students. The newsletter will be sent the first and third Tuesday of each month.

September to November: twice per month

December: Once per month, the first Tuesday of the month.

January to April: twice per month

The newsletter should be ready at least 3 days before the programmed date. Each executive can send newsletter content to the president who will evaluate and then forward it to the Office Manager. In unforeseen circumstances, an extra email can be sent to graduate students. The VP Finance and Operations asked if we are allowed to send more than two emails per month. To which, the president replied if it satisfies the criteria, they can be sent.

Motion to accept this procedure and approve the dates for newsletter, moved by the VP Finance and Operations and seconded by VP External.

Vote all in favour, Motion carried.

4.6 Student Forum Representatives

The president mentioned that this committee provides a venue in which students can discuss important issues of the day so that university administration, governing bodies, and representatives of the university's key stakeholder groups hear and consider the perspective of students on institution wide issues that affect the nature and quality of the student experience at the University of Saskatchewan. Student Forum meetings for 2019-

2020 would most likely be four per year, with a fifth sometimes scheduled (there has been for the past three years) that focuses on GSA related items only. Membership includes two GSA executive members, and those two members are typically the ones who attend the Student Forum Executive meetings where the agenda for the next Student Forum meeting is planned. The GSA also appoints two graduate Course Counsellors, each year, to form part of Student Forum. It was agreed that the VP External and the VP Student Affairs will sit on this committee on behalf of the executives. The two councillors will be selected in September.

Motion to move the VP Student Affairs and President to form part of the student forum representatives. Moved by VP Finance and Operations and seconded by VP External.

Vote all in favour, Motion carried.

4.7 Cheque remittance

Whereas GSA bylaws 5.4.3 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive. BIRT that the following expenditures be authorized:

- Payment to Canadian Federation of Students in the Sum of \$2836.05 issued on July 02, 2019 for handbook deposit.
- Payment to Chip Bookkeeping Services Inc. in the sum of \$1679.94 issued on June 14, 2019 for bookkeeping services.

The VP Finance and Operations moved to approve the above expenditures. Seconded by the president.

Vote all in favour, Motion carried.

4.8 Sexual Assault Awareness Week

The GSA was invited to partner with the USSU Women's Centre to organize the Sexual Assault Awareness Week. Since the VP Student Affairs worked close to organize this event last year, the executives decided that Alejandra, VP Student Affairs, will be

representing the GSA in the organization of this event. This event is scheduled to occur from September 12th through September 18th. The President attended the first meeting at which she proposed to have a movie night on September 17th at 5:00 PM at the GSA commons, with popcorn provided for attendees. The VP Finance and Operations asked what kind of movies we are planning to show. The VP External showed interest in selecting the movies and suggestions will be send to the VP of student affairs.

Motion to decide to partner with the USSU and organize the above events. Moved by the President and seconded by the VP Student Affairs.

Vote all in favour, Motion carried.

5. Items for Information / Discussion

5.1 Gala Preparation

The VP External mentioned that she has been working towards booking the venue and looking at ways to ensure maximum participation from students, executives, and faculty members of the University. She contacted Krystal, the decorator of the event, and discussed future steps for this event as well as the use of the Remai Modern museum as a possible venue. She also added that she has plans to introduce buffet as a meal this year. The President thanked the VP External for taking care of the event and for updating the executives about it. The executives will work together for a successful event.

5.2 2019 Spring/Summer Bursary Awards

The VP Finance and Operations mentioned that, with 72 applicants, the demand for the 2019 Spring/Summer Bursary was outstanding. The GSA Bursary Selection Committee identified 10 beneficiaries based on financial need, community involvement, and academic performance. This year the VP Finance and Operations also sent an email to the unsuccessful applicants encouraging them to apply again next term. The president congratulated the VP finance and Operations for the outstanding job that has been done.

5.3 Ongoing Volunteer Opportunities

The VP External was happy to report that the Adopt a Plot Program has been very successful with many volunteers enthusiastically participating on the event. The executives were really happy with how this program turned out and a volunteer appreciation event will be organized. This will be discussed in future executive meetings.

5.4 CFS discussion

The VP External added that students in Ontario now have an option to opt-in/opt-out of their graduate student organization and that many items were discussed, including the Student Choice Initiative which has brought concern to all organizations.

5.5 StudentCare

The President, the VP Finance and Operations, and the Office Manager had a meeting with Katrin, the StudentCare representative in which they discussed the Health and Dental Plan provided to graduate students. The Health and Dental Plan provider gave an introduction and general information about the use of the plans with an opportunity for questions. Many items were discussed including the possibility of increasing the StudentCare vision network. The VP of finance and operations asked about the reasons why international students are covered everywhere but are not covered when visiting in their home country; Katrin assured that she will get back to the executives with this information. Sponsorship for future GSA events were discussed and will be followed with the President through email.

5.6 Conflict engagement and management

The President mentioned that the GSA, in collaboration with the University Secretary's office, the office of the Vice-Provost Teaching, Learning, and Student Experience and the college of Law, have created the Conflict Resolution & Advocacy workshop aimed at students who have leadership, advocacy, administrative and other conflict-management roles on campus and will be held on September 28 and 29. It has a cost of \$25.00 and there is a limited number of spots. All GSA executives will be participating in this workshop and

they should register as soon as the President forwards the invitation. Some Councillors will be invited to participate in this workshop and future details will be discussed soon.

5.7 Communication between executives

The President reminded the executives that is important to keep a continuity in the communication in a timely manner, that way, we all work as a team and continue providing the services to members of the GSA.

5.8 Part-time office co-ordination position

The GSA will be hiring a new office co-ordinator this fall. The Office manager is going on vacation, however, she will do the pre-selection of candidates. August 10th, the President and the VP Finance and Operations will decide a date to interview possible candidates. The VP Student Affairs asked if past executives can apply to which the President replied that they are not eligible to apply.

5.9 CGPS Funding request letter

The President received the funding request letter response from the Dean of CGPS indicating the financial commitments during the 2019-20 academic year as follows: \$28,000.00 for the GSA needs-based bursary, \$10,000.00 for the Awards Gala, \$3,500.00 for the 3MT and conference with an additional of \$2,000 with purpose of prizes and \$3,000 towards the Good Breakfast initiative. This would be a total financial commitment of \$46,500 which is still pending discussion from GSA. CGPS will also consult the Student Finance and Awards office with regards to the Crisis Aid Program to see if a matching contribution could be made.

5.10 Student engagement with community

The President explained that the professional success of our graduate students depends not only on their skills and academic abilities, but also on the experiences they receive through their participation in initiatives, such as the exchange of cultural knowledge and community engagement. Many graduate students do not have the opportunity to

experience multiculturalism, community connection, and involvement in Saskatoon. The GSA wishes to offer graduate students the opportunity to participate in discussions, held once per term at the GSA Commons, to develop awareness of the local culture and various communities, and to promote many organizations around the city for the students' benefit. The GSA hopes that this opportunity enhances the experience of our graduate students at both the University of Saskatchewan and the City of Saskatoon, and that it enriches our graduate students and community in general. The GSA will start planning those events and future discussions on this will be done.

5.11 Meeting with Dean of Library

The President and the VP Finance and Operations have met with the Dean of Library to discuss future partnership and collaboration with the library. Organization of some workshops at the GSA commons that promote the GSA commons and the participation from graduate students, were discussed. The dean informed the GSA that there will be a selective renewal of journal subscription starting from January 1st 2019 for which, graduate students and faculty members of the University of Saskatchewan will be receiving an email survey so that the library can have statistics so that they can do their best to retain the journals that the community uses. The VP Finance and Operations mentioned that it is unfortunate that this is happening but it is very important for all graduate students involved in research to fill this survey and have their voice heard. The President mentioned that it is very unfortunate but she is confident that they will find ways to make this situation less stressful for graduate students and also mentioned that she wishes that all students are aware of this situation so they can participate on the survey. Communication with the library will be continued.

5.12 Meeting Saskatchewan Student Coalition

GSA representatives from various students' organizations from different Universities across Saskatchewan had met on July 16th, 2019 to discuss the future of Saskatchewan Student Coalition (SSC) group. The President and the VP finance and operations from the GSA-USASK were present and were the only ones representing graduate students and,

since graduate student' needs are different from undergraduate students, the President suggested that each executive should be present in future meetings. The SSC has volunteered some executives of member organizations to work on the initial draft on mission of the SSC. Next meeting was scheduled for August 15, 2019.

5.13 TEDx

President mentioned that TEDx event is organized at the University of Saskatchewan by some members of the university community and the President has been contacted by one of the members of TEDx committee to support the event. The President proposed to provide free space (GSA Commons) for dinner and promote the event through social media. The TEDx committee was asked to put GSA logo on the banner whenever possible as a sponsor. The President mentioned that this collaboration is still under discussion. Executives showed interest to participate as volunteers/participants in this event, which will be held in September 7th, 2019.

6. Other Business

7. Confidential Session

8. In Camera Session

9. Adjournment of Meeting

The President asked whether there was any other business arising.

Since there were none, the VP Finance and Operations moved to adjourn the meeting, Seconded by the president.

Vote all in favour, Motion carried.

The meeting was adjourned at 10:00 PM.



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes

August 21, 2019

Present: Mery Mendoza (President), Mohammad Wajih Alam (VP Finance and Operations), Chiamaka Ezekwesili (VP External), Alejandra Fonseca (VP Student Affairs).

Regrets: None

Absent: None

Guests: Jose Alvim Berkenbrock and Moises Ferreira

1. Call to Order / Opening Remarks

The President called the meeting to order at 6:04 PM.

2. Approval of the Agenda

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

Motion to approve the Agenda, moved by the VP External and seconded by the VP Student Affairs.

Vote All in Favour, Motion carried.

3. Approval of the July 17, 2019 Executive Meeting Minutes

The President asked whether there were any further amendments to the July 17, 2019 Executive Meeting Minutes. Motion to approve the July 17, 2019 Executive Minutes moved by the VP Student Affairs and seconded by the VP External.

Vote All in Favour, Motion carried.

4. Items for Action

a. Information Systems Steering Committee (ISSC) for student representation

The President received an invitation, via email to sit on the Information Systems Steering Committee (ISSC) for student representation. The ISSC will focus on prioritizing commitments and

investments in technology to support both the colleges' and the University's plans as a whole. This committee will make strategic decisions based on recommendations from the other governing committees (Academic and Student Life Technology Committee-previously ESSC, Research Success Systems Technology Committee-previously RSSC and a newly formed committee focused on supporting institutional excellence-name). This committee will be necessary for input to the Vice-President, Finance and Resources Support Centre Plan as well as the rollout of the Technology Plan. The ISSC will meet 3-4 times per year.

Motion to approve the GSA President to serve on the ISSC committee. Moved by VP External and seconded by VP Student Affairs.

Vote All in Favour, Motion carried.

b. PKSA funding request

The president received a funding request from Pakistani Student Association (PKSA) to organize an EID party. The GSA president invited the PKSA representatives to this GSA executive meeting to briefly explain this funding request. Although the PKSA president confirmed their participation on this meeting, no PKSA representatives attended this meeting.

Motion to move this item to the next executive meeting. Moved by VP Student Affairs and seconded by VP Finance and Operations.

Vote All in Favour, Motion carried.

c. BRASA funding request

The President mentioned that we received a funding request from Brazilian Students' Assoc. (BRASA) for a fundraising event for the National Museum of Brazil. The document, presented by BRASA, had a clear budget description of the event. The President welcomed Jose and Moises as representatives from BRASA and asked them to briefly describe the proposed event. They mentioned that the Brazilian Students' Association is organizing this event to raise funds to support the recovery of Brazil's oldest museum that was consumed by fire last year, The National

Museum of Brazil “Museu Nacional” in Rio de Janeiro was almost destroyed last September. Since then, few actions have been taken by external parties. In this event, the funds raised will help the reconstruction of the National Museum. The money raised will be transferred to the non-profit association Amigos d’O Museu Nacional (“Friends of the National Museum”).

The President opened the floor for questions. VP External thanked the BRASA executives for coming to the meeting and asked how they planned to advertise this event, to which, they explained that it will start as soon as the support from GSA is confirmed. They are waiting for the venue to be confirmed and would like to host it in GSA commons which is dependent on the approval of funding support from GSA. They are looking to host it on Saturday 28th. The VP Student Affairs asked if there will be liquor served. Jose replied that they have planned to serve liquor and one of the executives from BRASA have prior experience in obtaining the liquor licence. The VP Finance and Operations asked if the event was going to be held on Friday or Saturday. To which Jose replied that they prefer to host the event on Saturday so that most people can attend. The President mentioned that when the GSA sponsors an event, the GSA logo is expected to be on the posters and an announcement should be made at the event. The BRASA executives agree to mention support of GSA whenever possible. The President indicated that the decision is based on the budget and not on the event. The President thanked Jose and Moises for providing the proposal and further information. The decision will be made and Wajih will communicate the decision via email.

The VP Finance and Operations moved to approve funding in the amount of \$250 for this event. This motion was seconded by the VP Student Affairs.

3 in favour, 1 abstention (President due to Conflict of Interest).

d. Academic and Student Life Technology Committee (ASLTC) for student representation

The VP Student Affairs mentioned that she received an invitation via email to sit on the Academic and Student Life Technology Committee (ASLTC) for student representation. The ASLTC will focus

on initiatives that support the technology plan commitments of enhancing the student experience and providing flexible academic programming. This committee is a subcommittee of the Information Systems Steering Committee and will meet 3-4 times per year.

Motion to approve the GSA VP Student Affairs to serve on the ASLTC committee. Moved by the president and seconded by the VP finance and operations.

Vote All in Favour, Motion carried.

- e. Unavailability to attend the Teaching, Learning and Academic Resources Committee (TLARC) of Council meetings during the fall term.*

The VP Student Affairs mentioned that the TLARC meetings occurs twice a month from 3 to 5PM on Tuesdays; and she is unable to attend the meetings due to her classes which occur at the same time as the meetings. She asked the GSA representatives to find someone else to serve on this committee. The President mentioned that members of the board of directors are eligible to sit on this committee. As such, the President will contact members of the Board of Directors and inquire about their availability to participate on this committee on behalf of GSA.

Motion to accept the request of the VP of Student Affairs and contact other members of the Board of Directors to sit on this committee. Moved by VP External and seconded by VP Finance and Operations.

Vote All in Favour, Motion carried.

4.6 Cheque Remittance

Whereas GSA bylaws 5.4.3 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive. BIRT (be it resolved that) the following expenditures be authorized:

- Payment to Chip Bookkeeping Services Inc. in the sum of \$734.02 issued on July 31, 2019 for bookkeeping services.

Motion to approve to approve the above expenditures. Moved by VP finance and operations and seconded by the president.

Vote all in favour, Motion carried.

5. Items for Information / Discussion

a. Saskatchewan Student Coalition

The President mentioned that Saskatchewan Student Coalition encompasses all major student union in Saskatchewan and are currently developing goals for this year and working on the Terms of reference. In the last meeting, this association selected a chair and co-chair and was decided to increase the number of meetings per year. The VP Student Affairs added that the coalition were also planning to charge a membership fee which is still in discussion. The VP Finance and Operations mentioned that since we are the only graduate student body in the committee, the GSA should look at the possibility of inviting the Graduate Student Association from the University of Regina. All executives agreed to mention this in the next committee meeting. The President emphasized that it is important for us to be present at the meeting as, so far, we are the only graduate student body in the committee, which represents the graduate students from Saskatchewan. The next meeting will be held on October 9th, 2019 at the GSA commons and all GSA executives agreed to attend this meeting.

b. International students on implied status

The President mentioned that late last year there was discussion regarding international students engaging in on-campus employment while on implied status. At that time, the University's interpretation of the federal immigration law was that international students were required to hold a valid study permit to be eligible to work for the University of Saskatchewan. Previous GSA executives and PSAC worked together to clarify this issue with the University. The University leadership then reached out to Immigration, Refugees and Citizenship Canada (IRCC) to ask for a formal clarification of the applicable provisions of the Immigration and Refugee Protection

Regulations. Last month, the University received a formal response to the inquiry, which clarified the IRCC's policy:

"Immigration, Refugees and Citizenship Canada (IRCC) understands that a technical reading of the relevant provisions could lead one to conclude that a person on implied student status no longer holds a valid study permit and therefore may no longer be authorized to work under [R186\(f\) or R186 \(v\)](#) of the Immigration and Refugee Protection Regulations. However, IRCC's policy is to allow students on implied status to continue to enjoy the benefits associated with their previous permit as though they still hold it."

As such, international students on implied status will be eligible to engage in on-campus employment. It continues to be very important that international students monitor the expiry date of study permits and apply for a study permit extension well in advance of the expiry date.

c. ThinkGrad meeting

The VP Finance and Operations participated on ThinkGrad meeting held in August. It was a two-day meeting where the graduate student representative from many Universities across Canada met to learn about different initiatives that the associations have across their campus. It was a good learning experience and he wishes to work on some ideas to improve the graduate students' experience at University of Saskatchewan. Broadly, these were the topics discussed.

- Student-Supervisor relationship
- Global study plan
- Research funding
- Valorization of grad studies and personal development
- Inclusion of international students as eligible applicants for the federal grant competitions, besides the Vanier CGS.
- Ontario's Student Choice Initiative
- Dimensions: Equity, Diversity and Inclusion Canada
- Food insecurity on campus
- Grad student engagement
- Composting program

The next ThinkGrad will be organized here in Saskatoon by the GSA executives.

d. Coordinator position

The president mentioned that, since one of our coordinators submitted his letter of resignation, the GSA is hiring a coordinator for the 2019/2020 academic year. The hiring committee has interviewed potential candidates and hopes to finalize the hiring of a new coordinator by next week. The executives will have a meeting with the new coordinator after hiring is done during the first week of September.

e. Science ambassador event

The President participated in the Science ambassador event along with the VP Student Affairs. The USask Science Ambassador Program, offered through the Science Outreach Office, College of Arts & Science, pairs senior university STEM students with Northern Indigenous community schools to support creative and culturally relevant science education opportunities for K-12 students each spring. Science Ambassadors are hosted in partner with communities for 4 to 6 weeks, working with teachers to develop and facilitate engaging, hands-on science learning opportunities. Their enthusiasm for inquiry-based learning improves Indigenous student experiences and perceptions of science at a young age and encourages successful transitions to secondary school to ignite interest in postsecondary opportunities. It is important for the GSA executives to participate in these events to network and recognize the efforts of our graduate students in the community.

5.6 Sponsors for orientation

The president mentioned that GSA has received sponsorship from StudentCare for orientation events. She asked the VP Student Affairs to thank, during the orientation event, the volunteers and StudentCare for their support. She further added that the VP Student Affairs had requested financial support from CFS as well, but they did not agree to sponsor. Instead, they were willing to come to Orientation and give out swag.

6. Other Business

6.1 Student leadership retreat

The President mentioned that the VP Student Affairs attended a meeting with USSU and ISSAC to discuss details of the Student Leadership retreat event, scheduled to be held on Saturday, October 5th. This was decided due to conflicting campus events September 21 and 28. There was also some discussion about the event charter and the necessary tasks to make the event happen in this 5-week period. ISSAC holds this event annually in collaboration with USSU, GSA, and other campus partners. Student leaders from the University campus community, such as academic councillor representatives as well as social club representatives, will be learning and engaging in leadership activities. The GSA plays an important role in this event due to the interest, participation and engagement of our graduate student leaders on campus.

7. Confidential Session

8. In Camera Session

9. Adjournment of Meeting

The President asked whether there was any other business requiring attention.

Since there were none, a motion was made “to adjourn the meeting”.

Moved: VP Student Affairs Seconded: VP External

Vote all in favour, Motion carried.

The meeting was adjourned at 7:48 PM.



University of Saskatchewan Graduate Students' Association
President report - GSA Council Meeting, September 2019

Dear GSA Councilors,

On behalf of the GSA executives, I welcome all councilors to the 2019/2020 academic year. We look forward to working with each of you to continue serving graduate students here at the University of Saskatchewan.

In this report, you will find an explanation of the four main areas of focus:

1. mental health,
2. Student-Supervisor relationship,
3. Networking and student engagement with community, and
4. Incoming student resource checklist

1. mental health,

We will be increasing the number of activities that promote the mental health and wellbeing of our community. We are working with our partners around campus including the Student Wellness Centre and Student Outreach teams to tighten and strengthen the relationship with the GSA executives and discuss future events and activities for our graduate students.

2. Student-Supervisor relationship,

We met with the Acting Associate Dean of CGPS, Martha Smith to move forward with the Student-Supervisor Agreement. We will continue promoting this document across colleges and to students and faculty members to help improve accountability and the relationship between students and supervisors. We hope to continue working on finding new ways to improve the student-supervisor relationship. We will start working on a Student Manual to serve as a guide for our graduate students to help them to understand the regulations and policies here at the University of Saskatchewan.

3. Networking and student engagement with community,

Through partnership with Random Acts of Green, we recently had our first workshop on how to engage in climate action to help combat human-made climate change and help to protect and preserve our planet. This and others that are to happen like it act as opportunities for our students to participate and engage in activities that will help in understanding the importance of the environment and associated sustainability practices. However, our community engagement is not just limited to promoting “green activities”. With support of CGPS, we will organize events that celebrate the successes of our graduate students and honor our members on campus that support graduate student success. We will do this through the Graduate Research Conference, the Three-Minute Thesis Competition, and the Graduate Student Awards Gala. We will continue providing workshops to our graduate students to provide networking opportunities and enhance their experience here at the University.

4. Incoming student resource checklist,

The GSA executives noticed a lack of orientation for students who arrive later in the term, that leads to misunderstanding and a lack of information making it difficult for such students to take advantage of the available events, resources and services provided by the university and the GSA. As such, we are working on a checklist to share with graduate students who have not had the opportunity to participate in orientation or need information in a specific area. We want to promote this one page document and we will work with CGPS and university communications to get feedback on how best to promote and circulate this document around our campus community. We hope to continue promoting and improving communication with our members on campus.

We will continue our efforts to create a sense community among our student population and work with our partners around campus to continue discussions on what support we can provide our students and how we can achieve a culture of success that will benefit our university as a whole.

Thank you,

Mery Mendoza

President, Graduate Students' Association

Monthly Report from the VP Finance and Operations (September 2019)

Good Evening GSA members,

I am pleased to report you an update on my activities as the current Vice-President Finance and Operations.

First of all, I would like to congratulate our VP Student Affairs for organizing a fantastic Fall Orientation where GSA members were able to gather and enjoy together at the beginning of a new academic term. I would like to emphasize that all the executives were actively cooperating and supporting this event including previous executives. I don't have words to congratulate and thank all the graduate students who offer their valuable time to do volunteering on this event, definitely they contributed to this success.

I would like to congratulate Olatunji Olabiyi for joining our team of coordinators here at the GSA Commons, I wish him success in their academic journey and here at the GSA. We were able to hire him, thanks to the President and Office Manager who have done an amazing job during the interview and recruitment process. My main objective going forward will be to form the GSA Bursary Selection Committee to select the recipients of the GSA Bursary in Fall and Winter term, for that the invitation is open to council members to serve in the GSA Bursary Selection Committee.

Based on the funds that we had available we were able to award 10 bursaries in the Spring/Summer term. We will open the call for bursary application in mid-October. The GSA will circulate the information via social media, email and newsletter. The GSA President and Executive Team continue to lobby the University Administration for increased matching funds for our bursaries. I continue to serve on various committees to improve the graduate student's experience on and off campus.

Please feel free to contact me at gsa.fin@usask.ca or speak to me anytime at the Commons should you have any questions or need any further clarification.

Sincerely,
Mohammad Wajih Alam,
Vice-President Finance and Operations.
Graduate Students' Association



Graduate Students' Association
University of Saskatchewan

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RE: VP Student Affairs Report to Council

Dear Council Members:

Please find below my August-September report to council.

1) Fall Orientation

The GSA 2019 Fall Orientation was hosted in two different venues. Due to some recommendations from last year's executives. We hosted the faculty and staff speeches in BIOL106 followed by a BBQ at The Bowl. I am very happy to say that it was a complete success. Around 800 people attended the event and all faculty and staff that were invited, attended Orientation. We bought food for 1000 people but there was some leftover food and drinks. Some of the leftovers were given to PSAC and its members during their BBQ a day after.

Next year, less food can be bought to save more expenses. The remaining snacks and beverages will be used in next GSA events.

2) Fall Wine & Cheese

The date for this year's fall wine and cheese will be September 27th, 2019 from 5pm-10pm. Everyone is invited. Non-alcoholic options will be available.

Also, you can see the Fall Orientation Report file for more details.

The following is an updated list of meetings and workshops I have attended, since August 14th:

Date	Meeting
August 19, 2019	Student Leadership Retreat
August 27, 2019	Student Leadership Retreat
September 3, 2019	Orientation Planning Committee
September 6, 2019	Graduate Academic Affairs Committee
September 13, 2019	Student Leadership Retreat
September 18, 2019	Meeting with President's Executive Committee
September 20, 2019	University Council

GSA 2019 Fall Orientation Report



Graduate Students' Association
University of Saskatchewan

September 19th, 2019

Table of Contents

- 1. Introduction
- 2. Objectives
- 3. Planning
 - 3.1 Venue
 - 3.2. Sound System
 - 3.3. Prizes
 - 3.4 GSA Promotional Products
 - 3.5 Food and food safety
 - 3.6 Transportation
 - 3.7 BBQ
 - 3.8 Dignitaries
 - 3.9 Promotion
 - 3.10 Volunteers
 - 3.11 Sponsorship
- 4. Execution
 - 4.1 Scheduling and set up
 - 4.2. Expenses
- 5. Recommendations

1. Introduction

The GSA fall orientation is the largest event organized by the GSA. The event is one of the biggest opportunities for new and returning graduate students to interact and network with fellow students. It also serves as an opportunity to get to know faculty members that will be involved during their journey as grad students at the University of Saskatchewan and introduce them to the services and resources that are available to them.

This year, Orientation was held in two different venues. Speeches by the faculty and staff from the University of Saskatchewan were conducted in BIOL106, followed by a BBQ in The Bowl. The Fall GSA Orientation took place on September 4th, 2019 5-8pm was successful. Around 800 people participated in the event. Most Social Groups ratified under GSA attended the event and all faculty and staff invited were present.

The intent of this document is to report the main activities that took place during the event and the possible recommendations for next year.

2. Objectives

The objectives for the GSA 2019 Fall Orientation were as follows:

1. Provide information to the new graduate students on the services that the University of Saskatchewan has to offer.
2. Provide a social and networking opportunities for graduate students to get to know their peers.
3. Give information on the Social Groups that are ratified under GSA for students that might want to join any of them.

3. Planning

An event of the dimensions of the GSA Fall Orientation requires a significant amount of preparation, therefore, the planning of the event started in June 2019. The first step was to decide and order the swags, followed by the determination of the faculty and staff that are best suited to provide information to new graduate students about the different services that the University of Saskatchewan has to offer. After this, invitations were sent and the food was bought.

3.1 Venue

Due to feedback provided by last year's VP Student Affairs, Edgar Martinez Soberanes, this year the speeches done by staff and faculty were done on a Theater Style Room, BIOL106 was chosen as the GSA Orientation Room due to its modern look and proximity to The Bowl. Every year, the USSU conducts its Orientation in the morning/afternoon and the GSA conduct its Orientation in the evening. We borrowed the chairs and tables that was set up for them.

3.2. Sound System

Due to feedback provided by last year's VP Student Affairs, Edgar Martinez Soberanes, no DJ was hired to handle the music during Orientation at The Bowl. Instead, a couple of speakers and a microphone were rented and a volunteer was in charge of choosing music to play from a Google Play account.

3.3. Prizes

A draw was done at BIOL106 among the attendees of the event to encourage student engagement and participation during the speeches of faculty and staff. 1 card of \$100 and 2 card of \$50 each were purchased. At the entrance of BIOL106, one volunteer gave out one number to each person. The draw was done between 1 and the last number given out.

3.4 GSA Promotional Products

During the BBQ , swags were given out. This year, it consisted of a card holder for the back of the phone, a gym bag and a t-shirt for the volunteers.

3.5 Food and food safety

Similar to last year, we opted to serve hotdogs to promote safe and fast cooking. Three different types of wieners were served (beef, veggie, and halal). The food menu also included different types of juice and pop, oatmeal cookies with chocolate chips and chocolate wafers. The food was purchase in Wholesale Club and the Canadian Superstore.

Like last year, the Wellness Centre and the Faith Leaders donated ice cream and popcorn to Orientation. During the event the faith leader volunteer to help serving ice cream. Taking into account last year recommendation of purchasing more ice cream, 10 gallons of ice cream were bought, unfortunately 300 cones were not enough.

3.6 Transportation

Similar to last year, this year it was not necessary to rent a truck to move all the food and swags to The Bowl because the former VP Student Affairs had a vehicle to transport the. This year there was no need to rent a truck because the VP Student Affairs had access to a vehicle. The BBQs were rolled to The Bowl by the volunteers.

3.7 Barbeque arrangements

The GSA has two BBQs at its disposal and propane was purchased to ensure their optimal performance during Orientation.

3.8 Dignitaries

A formal invitation to the dignitaries was sent out 1 month in advance to Orientation and a reminder was sent 1 week in advance. The list of invitees and the time of the speeches can be seen in the following table.

Start Time	End Time	Activity	Location
3:30pm	4:30pm	General Set-up	Bowl
4:30pm	5:00pm	BBQ set-up	
5:05pm	5:15pm	Welcoming Speech, executive introductions	BIOL106
5:15pm	5:20pm	Dr. Trever Crowe, Dean, CGPS	
5:20pm	5:25pm	Dr. Patti McDougall, Vice-Provost, Teaching and Learning	
5:25pm	5:30pm	Dr. Jacqueline Ottmann, Vice-Provost, Indigenous Engagement	
5:30pm	5:35pm	Pirita Mattola, ISSAC Manager	
5:35pm	5:40pm	Peter Hedley, Director of Student Affairs and Services	
5:40pm	5:45pm	Rita Hanoski, Health Education Coordinator.	
5:45pm	5:50pm	Kayla Madder, Parents on Campus Coordinator	
5:50pm	5:55pm	Jess Todd, PSAC Representative	
5:45PM	5:50PM	Closing remarks GSA President	
5:30pm		BBQ Begins	
5:55pm		Arrival of guests	Bowl
6:00pm	6:30pm	Serving Food and Giving out SWAGS	
6:30pm	8:00pm	Networking	
8:00pm	8:30pm	Clearing the venue	

3.9 Event promotion

The event was promoted by social media and the GSA newsletter, an email reminder was sent to all graduate students the day prior to Orientation. The number of attendees to Orientation was very similar to last year even though posters were not posted around campus. Two types of posters were used.



GRADUATE STUDENTS ORIENTATION

Where? BIOL 106 followed by BBQ at The Bowl

When? September 4th, 5pm-8pm

Free Food and Swags!
Vegetarian & Halal Friendly.

GRADUATE STUDENTS ORIENTATION

Where? BIOL 106 followed by BBQ at The Bowl

When? September 4th, 5pm-8pm

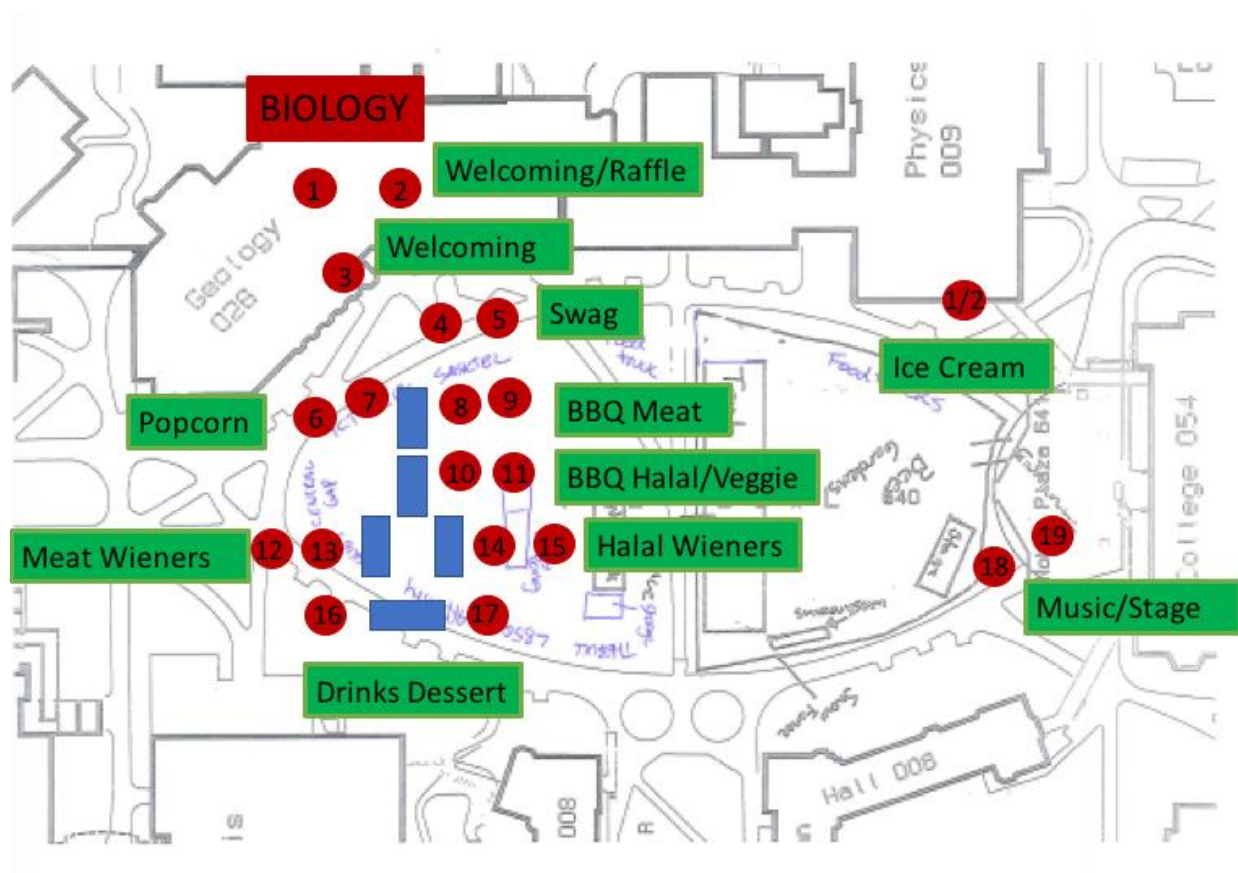
Free Food and Swags!
Vegetarian & Halal Friendly.

Come and win \$100 and \$50 gift cards!*

*Prizes will be given out at BIOL106 at 5pm

3.10 Volunteers

Volunteers are vital to the event. A call out for volunteers was sent on the GSA newsletter a month prior to the event. A google form was created to allow an easy and quick sign up process for the volunteers and an easy way to contact the volunteers. A day prior to Orientation a Volunteer Info Session was held at the GSA Commons at 2:00pm. Here an explanation of the tasks was given out and volunteers were randomly assigned to their positions.



Number	Tasks
1	Welcome Students to the room and give them numbers (will be provided for you) for the raffle. When doors are closed, you should let us know what was the last number given to the students in order to pick a number from the pool of numbers. After this task is done, you should go to the Ice cream place to help out the Faith Leaders with the Ice Cream (We are sorry for the short notice about the ice cream, it was forgotten during the info session).
2	Welcome Students to the room and give them numbers (will be provided for you) for the raffle. When doors are closed, you should let us know what the last number was given to the students in order to pick a number from the pool of numbers. After this task is done, you should go to the Ice cream place to help out the Faith Leaders with the Ice Cream (We are sorry for the short notice about the ice cream, it was forgotten during the info session).
3	Welcome Students to the building. After this is done, please go to the Meat Wieners stand and help number 12 and 13.
4	Give out the swags. After this is done, please go to the BBQ Halal/ Veggie stand and help number 10 and 11.
5	Give out the swags. After this is done, please go to the BBQ Meat stand and help number 8 and 9.
6	Make the popcorn/ Give out the popcorn
7	Make the popcorn/ Give out the popcorn
8	BBQ the Meat Wieners
9	BBQ the Meat Wieners

10	BBQ the Halal/Veggie Wieners. Please note that half of the BBQ should have Halal and half veggie, we shouldn't combine them and we should avoid that they touch each other.
11	BBQ the Halal/Veggie Wieners. Please note that half of the BBQ should have Halal and half veggie, we shouldn't combine them and we should avoid that they touch each other.
12	Put the Meat Wieners in the trays and take team to the station where the bread and the sauces are.
13	Put the Meat Wieners in the trays and take team to the station where the bread and the sauces are.
14	Put the Halal Wieners in the trays and take team to the station where the bread and the sauces are.
15	Put the Veggie Wieners in the trays and take team to the station where the bread and the sauces are.
16	Give out the drinks
17	Give out the desserts
18	Handle the music, we will have 2 speakers and 1 microphone. We will have a laptop connected to the speakers to choose the music from. The GSA Social groups will introduce themselves through the microphone.
19	Handle the music, we will have 2 speakers and 1 microphone. We will have a laptop connected to the speakers to choose the music from. The GSA Social groups will introduce themselves through the microphone.

3.11. Sponsorship

After determination, of possible sponsors, it was decided that sponsorship was going to be requested from the Canadian Federation of Students and Studentcare. We received a sponsorship of \$2000 from Studentcare for Orientation and the request to the Canadian Federation of Students was denied.

4. Execution

4.1. Scheduling and set up

In order to run a smooth event, the preparation for the event started at 2:00pm on September 4th, the checking of the sound system of BIOL106 was conducted at that time and the moving of the BBQ, swag and food started by 3:30pm. The general set up at The Bowl was conducted from 3:30 to 5:30pm giving out an ample time to plan everything for the BBQ; at the same time, students were at BIOL106 listening to the speakers and allowing volunteers to properly set up outside. The MC for this year's Orientation was Miss. Naheda Sahtout and speakers were given a maximum of 10 minutes to speak.

BBQ cooking started at around 5:30pm and as soon as students exited BIOL106, food started to be served. To avoid long lines, two tables of hot dogs were prepared, one table contained Veggie and Halal weiners and the other one contained meat weiners. This set up ensured a speedy distribution of the food.

4.2. Expenses

Final determination of the expenses of GSA 2019 Fall Orientation is still ongoing, a document with all the expense details will be presented to council.

5. Recommendations

- Sponsoring: Even though this year we received sponsorship from Studentcare, it will be better if we seek out more sponsors earlier in the summer.
- Sound system: This year the rental of the speakers was a good idea, it lowered the costs of the sound system and students were engaged on the type of music that they would like to hear,

- Extension chords: It is necessary to count with at least three extensions chords to connect the sound system and the popcorn machine at The Bowl, if there is no extension cords at the GSA Commons, I would recommend to rent them as well.
- Preferences to students inside the room: This year some students skipped the Orientation in BIOL106 and started lining up for the BBQ, when the students inside the room came out of the room, there was already a big line to eat. I would recommend some sort of prioritizing system where students that were at Orientation inside the room of speeches are able to receive the swag food first.



Graduate Students' Association
University of Saskatchewan

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September 2019

RE: VP External's Report to Council

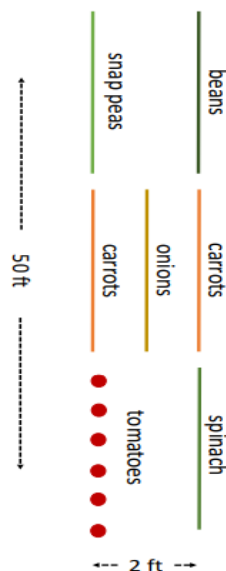
Dear Council Members,

Please find below my September report to council:

1) **Adopt-a-plot program**

We are excited to report that **525 pounds** of fresh produce have been harvested from Adopt-A-Plot rows so far this season! That is an amazing number that represents a significant amount of families and individuals being helped because of the hard work. We will be finished harvesting the Adopt-A-Plot rows by the end of September! It is largely weather dependent.

Seeding Diagram:



**ADOPT-A-PLOT
2019**



*Last year, Adopt-A-Plot teams donated **579 hours** of time and grew **6,771 pounds** of food for Emergency Food Baskets!*

2) **Health chats**

There are plans to increase the number of health chats for the GSA in collaboration with services available on campus and Student wellness centre. The following listed are the health chats available for the Fall Term to be held in the GSA commons.

	Date	Time
Failing forward	September 24 th	12pm – 4pm
First Aid/CPR (1 day training)	October 12 th	8:30am – 4:30pm
Self Defense	October 16 th	TBD
Consent and Dating in Canada	October 24 th	2pm-3pm
Inquiring minds	November 5 th	1pm – 4pm
Bringing in the bystander	December 17 th	3pm – 4:30pm

3) **Zumba Classes**

The GSA executives have decided to add a little bit of fun while exercising. We are planning a Zumba class and we are looking for an instructor. This is a volunteer position. If you are interested in having fun while teaching, please contact me. This position will be advertised on the newsletter and PAWS.

4) **Meetings**

The following is a list of updated meetings/events since May 2019.

S/N	Meetings
1	GSA Executive Retreat
2	Academic Programs Committee Meeting
3	CGPS COUNCIL
4	Provost advisory Committee
5	Student forum
6	DSC Committee Meeting
7	Grad Academic Affairs Committee Meeting
8	Equity and International Committee
9	University Council Meeting
10	Faith Leaders Council
11	U of S convocation
12	72nd Semi-Annual National General Meeting of the Canadian Federation of Students and Canadian Federation of Students at Ottawa
13	Parents on Campus Meeting
14	GSA Academic Council Meeting
15	GSA Executive Meeting



INCOMING GRADUATE STUDENT RESOURCE CHECKLIST

This document is intended to assist in the orientation of new graduate students and post docs to the U of S and bring to their awareness the various resources available to them.

Saskatchewan health Card: All new international students must register themselves and their dependents for a Saskatchewan Health Card in order to receive health benefits.

skhealthcard.health.gov.sk.ca/

Health & Dental plan: Graduate Students can register in this plan to get extended health and dental coverage.

studentcare.ca/rte/en/UniversityofSaskatchewangraduatestudentsGSA_Home

Student Supervisor Agreement: Graduate students should print this document, and discuss this with their supervisor/professor.

students.usask.ca/documents/graduate/student-supervisor-agreement.pdf

College of Graduate & Postdoctoral Studies (CGPS): Graduate students should visit the website and read policies and procedures of UoFS. There is also information for postdoctoral fellows as well as graduate awards, among others.

cgps.usask.ca/

Graduate Students' Association: Represents all graduate students at the University and has a local space for students to study. GSA provides with many academic and social events through the year.

gsa.usask.ca/

International Student and Study Abroad Centre (ISSAC): provides Arrival, transition and cultural support. Are you traveling to Study Abroad, are you looking for awards and Travel Safety?

students.usask.ca/international/index.php

Access and Equity Services: This is guided by Saskatchewan's Human Rights legislation and the duty to accommodate individuals requiring accommodations based on disability, religion, family status, and gender identity.

students.usask.ca/health/centres/access-equity-services.php

Housing and Child Care: Information about on campus and off campus housing and childcare.

students.usask.ca/essentials/housing.php#Offcampussupport

Student Central: Can help with questions about finances, registration, academic life, and more.

students.usask.ca/student-central.php

Student Wellness Centre: Mental health and counselling, doctor and nurse appointments, mental health assessment, consulting and counselling, nutritional counselling, etc.

students.usask.ca/health/centres/wellness-centre.php

University library: Workshops, grad help, student learning services, etc.

library.usask.ca/

Physical Activity Complex: Are you looking for physical activities, personal training, dancing, etc.

rec.usask.ca/

Gwenna Moss Centre for Teaching and Learning. This has a variety of programming, workshops, non-credit courses and resources for graduate students or post-doctorals who are new to teaching and who already have some experience but want to learn more.

<https://teaching.usask.ca/events/graduate-teaching.php>

Aboriginal Student Centre: [This is a welcoming place to make friends and access support.](#)

<https://students.usask.ca/aboriginal/#Culture>

Student Forum

Enhancing the Quality of Discussion and Decision Making for Students at the University of Saskatchewan

Preamble

Until 2007 there was no forum at the University of Saskatchewan that is dedicated to the broad discussion of student issues and the overall nature of the student experience on our campus. The structure of the university's administrative and council committees has historically been oriented toward specific content areas (e.g., Academic Programs, Scholarships and Awards, Research, Scholarly and Artistic Work, International Activities, Teaching and Learning). This structure has served the university well with respect to the specific concerns and issues but has not fostered a concern for the overall character and quality of student life. The university needs a place where students, faculty members, and administrators with responsibilities associated closely with the student experience can come together on a regular basis to discuss, debate, and develop a consensus regarding a wide range of issues that affect students on our campus. For this reason, it is proposed that the university create a "Student Forum" dedicated to improving student life.

Mandate

The purpose of the Student Forum is to provide a venue in which students can discuss important issues of the day so that university administration, governing bodies, and representatives of the university's key stakeholder groups hear and consider the perspective of students on institution-wide issues that affect the nature and quality of the student experience at the University of Saskatchewan. The Student Forum will provide leadership on behalf of the university community regarding best practices in education, student retention and success, and other aspects of the student experience on our campus. It will also develop recommendations for policy development and the coordinated application of existing policies across the university. Matters for consideration by the forum can be brought forward by any interested group, including student groups, University Council and/or its committees, and colleges and administrative units.

While curricular issues may emerge as objects of discussion, this is not a body that will deliberate on specific academic programs. That responsibility is located with colleges and the Academic Programs Committee of Council. The Student Forum is designed and populated in a manner intended to bring voice and authority to ideas aimed at improving the overall experience of students beyond curricular matters. The quality of teaching, the quality of services, and the policies that bear on the student experience are all subjects in which the forum can and should be engaged. The Student Forum is not intended to be a governance body. It will draw on the authority of its members, many of whom are university officers, to carry recommendations forward into action; the mandates of existing bodies will not be affected until and unless the decision is made to transfer responsibilities to the Student Forum.

Specific Responsibilities

The Student Forum will discuss issues, consider proposals, and where appropriate, make recommendations to the appropriate decision makers regarding a range of topics that affect student life, including but not limited to the following:

1. *Academic Structures and Processes*
 - The annual academic calendar
 - Timetabling and room scheduling policies and principles
 - Course structures (3 vs. 6 credit courses)
 - Principles and policies re: non-traditional timetabling and course structures (e.g., evening/weekend courses, spring/summer courses, condensed or extended courses, mixed format courses, etc.)
 - Registration-related principles and policies
 - Exam regulations, exam scheduling principles and policies, etc.
 - Articulation agreements, transfer credit policies, principles, goals, and directions
 - Minimum class sizes
 - Distance education and off-campus courses/programs
2. *Academic Standing*
 - Interplay between and coordination of college-specific academic standing policies and principles (probation, RTD, admission/readmission practices, etc.)
 - Admission/readmission principles and policies for probationary/RTD students
3. *Quality and Effectiveness of Teaching and Learning Environments*
 - Innovations in pedagogy, engaging teaching and learning practices, on-line learning, curricular flexibility
 - Principles and policies re: accommodation for students with disabilities
 - Experiential learning issues and initiatives (service learning, volunteerism, leadership programming, undergraduate research)
 - Exchange and study-abroad programs
4. *Student Retention and Success*
 - Transition activities and programs (UStart!, Orientation)
 - First year programming and Learning Communities
 - Career guidance, academic decision-making, academic advising
 - Support practices and programs for at-risk students
 - Development of “early warning” mechanisms
 - Study skills, tutoring, remediation programs
5. *Student Life Issues*
 - Social and cultural programming/relations with USSU & GSA
 - Residence life issues
 - Status and conduct of student groups
 - Student code of conduct: policies and implementation
 - Alcohol policies
 - Campus safety and security relative to student functions

6. *Student Feedback*
 - Principles and mechanisms for hearing student concerns, complaints, and grievances
 - Principles and policies re: ombuds/advocacy services
 - Quality of academic advising and staff interaction
 - Recommendations and actions flowing from student feedback mechanisms (NSSE, CUSC, focus groups)
7. *Performance of Campus Services and Facilities*
 - Student Health and Student Counselling Services
 - Student Employment and Career Centre
 - University Learning Centre
 - Bookstore
 - Computer Store
 - Library
 - Technology services (e.g., PAWS)
 - Food services
 - Recreation services
 - Space and facilities (e.g., residences, student social spaces, lounges)
 - Parking services
 - Transportation principles, policies, and practices

Membership

The Student Forum is intended as a place where student representatives can dialogue with key university officials who have responsibility for developing and implementing policies and practices that affect the student experience. The goal is to create a space in which students feel confident expressing opinions. The membership of the forum is drawn from three groups.

Students: Student representation will recognize the formal leadership of the USSU and GSA. Further student involvement is secured by seeking participation of students selected through the USSU appointments process, representatives from the peer assistance program appointed by the PAL Coordinator from the Peer Assisted Learning Program (PAL Peer Mentors), and graduate students appointed by the GSA Course Council; these students will participate not as representatives of particular interest groups, but rather as university citizens. From time to time, the forum may invite additional student input on particular issues, perhaps from a specific subset of the student body who is most affected by the issue at hand (e.g., first-year students, students with disabilities, mature students, Aboriginal students, international students, etc.).

College academic leaders: To ensure that the recommendations arising from discussions at the Student Forum result in creative and prompt action, the forum will include faculty representation from each of the colleges. These members are expected to be the Associate or Assistant Deans who have formal responsibilities for student issues within their college.

Administrative units: Key university administrators whose work is directly related to the student environment and who have responsibility to develop or implement policies and practices that impact on the student experience will participate in the forum as members. An additional group of individuals have been identified who will be invited to participate on the forum as correspondents. These individuals will receive all correspondence and will participate when the forum is addressing issues that bear directly on their portfolios.

Members

- Two USSU executive members
- Four undergraduate students, selected through the USSU appointments process
- Four students nominated by the PAL Coordinator from the Peer Assisted Program (PAL Peer Mentors)
- Three representatives of the Association of Constituency Presidents
- Two members of the GSA Executive and two Graduate Course Counsellors appointed by the GSA Course Council
- President of the Indigenous Graduate Students Council
- President of the Indigenous Students Council
- Six Assistant/Associate Deans Academic nominated by the Assistant/Associate Deans Academic Group
- Dean, University Library (or designate)
- Registrar and Director of Student Services, SESD
- Director of Enrolment Services and Student Affairs, SESD
- Director of Support Services, SESD
- Director of Student Academic Services, College of Arts and Science
- Director of Programs and Operations, College of Graduate Studies and Research
- Associate Director, Consumer Services (Culinary Services – Residence)
- Vice-Provost, Teaching and Learning
- Team Leader, First Nations, Métis and Inuit Student Success

Correspondents

- Provost and Vice-President Academic
- University Secretary
- Manager, Student Information Systems
- Director, Distance Education, Off-Campus and Certificate Programs (DOC), , Centre for Continuing and Distance Education
- Program Director, University Learning Centre
- Director, Gwenna Moss Centre for Teaching Effectiveness
- Director, Consumer Services
- Director, Capital Planning
- Chair, Academic Programs Committee of Council
- Chair, Teaching, Learning and Academic Resources Committee of Council
- Manager, International Student & Study Abroad Centre
- Manager, Student Health
- Manager, Student Counselling
- Manager, Protective Services
- Manager & Assistant Registrar (Student Central) Special Advisor to the Registrar
- Associate Deans Academic not otherwise nominated to be members in a given year

Leadership

The Student Forum will be supported by the Office of the Vice-Provost, Teaching and Learning (VPTL). The first meeting will be chaired by the Vice-Provost, Teaching and Learning, with subsequent meetings being chaired by members of the USSU and GSA Executive. It is the responsibility of the executive to craft an agenda broad enough in its implications and not focused on explicit details so that all members of the forum will find the topics pertinent and most will have views that they wish to convey. Ideas advancing to the forum should be presented in a proposal format that allows members to provide constructive input. Members of the forum

will be encouraged to contribute to the construction of this agenda. The Executive includes: two members of the GSA Executive, two members of the USSU Executive, the Vice-Provost, Teaching and Learning and the chair of the Associate Deans' Academic group (or designate).

The forum will meet at least twice a term and at the call of the chair.

Evaluation of the Forum

The student forum was created by and responsible to the Provost and Vice-President Academic who may request periodic assessments. Practices regarding agenda creation and the conduct of business should be evaluated. This will also be an opportunity to reconsider the forum's membership and its relationship to other bodies on campus.

AUG 19 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	University of Saskatchewan (USASK) Student branch of ASHRAE
Number of members in your Social Club	12
List of your Social Club Executives (their positions and email addresses)	1.Hadi Ramin-President (hadi.amin@usask.ca) 2.Easwaran Nampothiry- Vice President (enk133@mail.usask.ca) 3.Oluwapamilerin Shitta-Bey- Treasurer (ols425@mail.usask.ca)
Name of the Bank	RBC
Proportion of graduate students in your Social Club.	90%
Proportion of non-graduate students in your Social Club.	10%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Hadi Ramin

August 16, 2019

Hadi Ramin

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA Vice-President Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

CONSTITUTION
OF
UNIVERSITY OF SASKATCHEWAN (USASK) STUDENT BRANCH
OF ASHRAE

Sponsored by the Saskatoon Chapter
Approved by the Society:

ARTICLE I - NAME

The name of the organization is the University of Saskatchewan (USASK) Student Branch (herein "Branch") of ASHRAE. (herein "Society").

ARTICLE II - PRINCIPAL OFFICE

The principal office of the Branch is located at the University of Saskatchewan, in Saskatoon, Saskatchewan, Canada.

ARTICLE III - OBJECTS

The objects of the Branch are exclusively scientific and educational and include, but are not limited to: (I) the advancement of the sciences of heating, refrigerating and air- conditioning engineering and related sciences; (II) the continuing education of the members and other interested persons in said sciences, through lectures, demonstrations and publications; (III) the rendition of career guidance to students of the sciences; and (IV) the encouragement of the scientific research.

ARTICLE IV - POWERS

The Branch shall have the power to perform all lawful acts which may be deemed necessary or expedient for the proper and successful prosecution of the objects and purposes for which it is organized and operated, consistent with the Certificate of Consolidation, Bylaws, and Rules of the Board of Directors of the Society, and applicable tax regulations for non-profit organizations or corresponding provisions of tax laws.

ARTICLE V - LIMITATION OF POWER

5.1 The Branch is not operated for the pecuniary profit of its members; no part of the net income of the Branch shall be payable to or shall otherwise be available for the personal benefit of any proprietor, employee or shareholder; no salary, emolument or compensation shall be paid to any member; and no part of the activities of the Branch shall consist of the performance of particular services for individual members.

5.2 The Branch shall not have the authority to act for or in the name of the Society and notice to such effect shall be printed on the Branch stationery; the Branch shall not use the name of the Society except as part of its own name; the Branch shall not use the emblem of the Society without the written approval of the Board of Directors of the Society; and the Branch shall not incur any financial liability or contractual obligation in the name of the Society.

5.3 The Branch shall not issue publications for distribution to persons other than members without prior approval of the Board of Directors of the Society. Certain publications for members such as a chapter newsletter or chapter membership roster/product directory may be distributed to persons other than members provided it clearly complies with paragraph.

5.4 The Branch shall not contribute to, affiliate with, or hold membership in any society, association, council or other organization without the prior approval of the Board of Directors of the Society.

5.5 The Branch shall not recommend, endorse or approve any product, service, publication, person or entity for the promotion of private interests.

ARTICLE VI - DISSOLUTION

6.1 Upon the dissolution of the Branch, any assets remaining thereafter shall be conveyed to the Society.

6.2 In the event that the Society is not then in existence or is not then exempt under applicable tax regulations for non-profit organizations or corresponding provisions of tax laws, the assets shall be conveyed to such organization then existent, dedicated to the perpetuation of objectives similar to those of the Society and exempt.

ARTICLE VII - AMENDMENTS

7.1 All articles of this Constitution shall be subject to alteration or repeal, consistent with the Certificate of Consolidation, Bylaws, and Rules of the Board of Directors of the Society and applicable tax regulations for non-profit organizations or corresponding provisions of tax laws.

7.2 Amendments to this Constitution set forth in written directives of the Secretary of the Society may be adopted by a majority of the Board of Governors. Written copies of said amendments shall be sent by the Secretary to all members, or an officer of the Branch shall read said amendments at the next succeeding meeting.

7.3 Amendments to this Constitution may also be initiated by a written resolution of a majority of the Board of Governors or of not less than five (5) members in good standing with voting privileges, presented at any meeting of the Branch. If approved by a majority of the members present, the Secretary shall mail copies of the proposed amendments to all members not less than seven (7) days before the next succeeding meeting. If approved by a two-thirds (2/3) vote at such meeting, the Secretary shall forward such amendments to the Secretary of the Society for approval by the Charter & Bylaws Committee of the Society and review by the Regional Chairman. Any amendments shall become effective only upon receipt of written notice of approval by the Charter & Bylaws Committee of the Society.

ARTICLE VIII - ADOPTION

This Constitution shall be completed and adopted by a majority of the Board of Governors. Written copies of the Constitution shall be sent by the Secretary to all members and shall be sent as amended to such persons as shall, from time to time, become members of the Branch.

Dec. 20/2018
Date

Carey S
Student Branch Advisor

Ahmed Abdel-Salam
Dec 18/2018

BYLAWS
OF
UNIVERSITY OF SASKATCHEWAN (USASK) STUDENT BRANCH
OF ASHRAE

Sponsored by the Saskatoon Chapter
Approved by the Society:

ARTICLE 1 - Government

1.1 The governing instruments are the Certificate of Consolidation, the Bylaws, the Rules of the Board of ASHRAE, and the Constitution and Bylaws for the Branches.

1.2 Rules of Order for the conduct of meetings are *Robert's Rules of Order Newly Revised* as revised, except as otherwise provided in ASHRAE Bylaws or these Bylaws.

ARTICLE 2 - Membership

2.1 Members of this Student Branch shall be student members of ASHRAE in good standing and registered at the University of Saskatchewan.

2.2 All rights and privileges of a member are vested solely in the member and may not be delegated or transferred and are contingent upon payment of Branch fees within sixty (60) days of their due date.

ARTICLE 3 - Meetings of Members

3.1 Regular meetings of the Branch shall be held on at least a monthly basis from September through May at such time and place as prescribed by the Board of Governors.

3.2 The annual meeting for the installation of officers and Board of Governors shall be held in the month of April.

ARTICLE 4 - Dues and Finance

4.1 Dues for membership in the Society shall be paid to the Society.

4.2 Branch dues may be assessed by the Board of Governors as are reasonable and necessary to meet current operating expenses.

4.3 Fiscal Year: The fiscal year of the Branch shall end on June 30 of each year.

ARTICLE 5 - Officers and Board of Governors

5.1 The affairs of this Branch shall be managed by a Board of Governors consisting of three (3) elected officers and a minimum of two (2) other member(s).

5.2 The officers of this Branch shall be a President, a Vice President, and a Treasurer/Secretary.

ARTICLE 6 - Amendments

6.1 These Bylaws may be amended by the Society or by this Branch in like manner to amendments to the Constitution as outlined in Article VII of the Constitution.

Dec. 20/2018
Date

Caney S
Student Branch Advisor

Ahmed Abdel-Sattar
Dec 18, 2018



Aug 30 2019

University of Saskatchewan Graduate Students' Association
Social Club Registration form

Name of your Social Club	Bangladeshi Students' Association at the University of Saskatchewan (BSAUS)
Number of members in your Social Club	219
List of your Social Club Executives (their positions and email addresses)	1. Gazi MD Hasnat Zahan (President, hasnat.iut09@gmail.com) 2. Zonayed Ahmed (VP – Admin, zonayed.ahmed@usask.ca) 3. Rakibul Islam Chowdhury (VP – Finance, chowdhury.rakibul@usask.ca) 4. Shafi Md Kawsar Zaman (VP - Events, kawsarzaman22@gmail.com) 5. Husna Rahman Audhora (VP – Culture, audhora.husnarahman@usask.ca) 6. Nahidul Islam (VP – Sports, nahid1702400@gmail.com) 7. Fahima Khondker (VP – Communication, khondokerfahima56@gmail.com)
Name of the Bank	RBC
Proportion of graduate students in your Social Club.	70%
Proportion of non-graduate students in your Social Club.	30%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

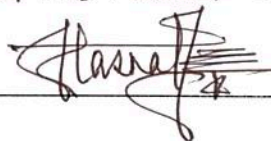
By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Gazi MD Hasnat Zahan

30 August 2019



Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

BSA Constitution

ARTICLE I: Name, Objectives and Non-discrimination Policy

Section 1: Name

The name of the association will be **Bangladeshi Students' Association at the University of Saskatchewan (BSAUS)**.

Section 2: Purposes/ objectives of the association:

1. To provide a common platform for all Bangladeshi students at the University of Saskatchewan.
2. To represent Bangladesh, Bangladeshi culture and heritage at the U of S and Saskatchewan.
3. To assist Bangladeshi students to achieve financial aid, and other services offered by the U of S.
4. To facilitate the new students with necessary help upon their arrival at the University and assist them to settle in the new place.
5. To organize different social events throughout the year for improving the bonding among the Bangladeshi students and community.

Section 3: Non-Discrimination Policy:

This association and its members shall not promote any discrimination between individuals and groups based on race, colour, creed, religion, sexual orientation, sex, age or handicap status.

ARTICLE II: Membership Policy

Section 1: General Membership

1. All Bangladeshi, Graduate and Undergraduate students of the U of S will be eligible to become the general member of the association.
2. At all times, BSAUS will have at least 75% (seventy five percent) graduate student members (including full-time and part-time).
3. Please see the first amendment section.

Privileges:

1. The general members will have the right to elect and be elected as the members of the executive committee.
2. Any member of the Executive Committee may be terminated if there exists a valid reason in favor of the termination.

3. If a general member complains against an Executive Committee Member with the signatures of 25% of the members of the Association, the complaint will be forwarded to the Advisory Committee for its assessment.
4. If the majority of the Executive Committee Members complaint against one of the Executive Committee members, the complaint will be forwarded to the Advisory Committee for its assessment.

The Advisory Committee will place the issue along with its assessment in a General Meeting. The termination will be effective if it is approved by at least 2/3 (two third) of the general members in the General Meeting. At least 60% of the general members should be present in that particular General Meeting.

1. Any general member can propose changes in the Constitution with the signatures of 25% of the members. The Executive Committee with the support of the majority of its members may also propose changes in the Constitution. Such proposals will be placed in a special/annual General Meeting. To approve any changes in the constitution it requires the support of at least 2/3 (two-third) of the general members present in the General Meeting.
2. Please see the first amendment section.

Section 2: Associate Membership:

1. All Bangladeshi faculties, staffs, research associates of the U of S will be eligible to become the associate members of the association.

Privileges:

1. An associate member will have the privilege to be selected as a member of the Advisory Committee and Election Committee.

Section 3: Membership Requirements:

1. All members must abide by the constitution of the association.
2. A membership fee of \$10 (Ten dollars) will be charged to all the members (General and associate) per functional year (August to July). The association will also accept donations from all members and any person or groups in favor of the association's objectives.
3. Please see the first amendment section.

Section 4: Validity of the membership:

The validity of the membership will be acknowledged for one functional year (August to July). For the next functional year each member will have to renew his or her membership upon paying the

membership fee. This renewal of the membership can be done any time during the functional year for the remaining time period of the functional year.

Section 5: Lifetime Membership:

1. An associate member will be eligible to become a lifetime member of the **BSAUS**.

Requirements:

1. A membership fee of \$100 (One Hundred dollars) will be charged to a lifetime member.

ARTICLE III: Executive Committee (EC):

Section 1: Titles

1. President
2. Vice President – Administration
3. Vice President – Finance
4. Vice President – Events
5. Vice President – Culture
6. Vice President – Sports
7. Vice President – Communication

Section 2: Terms of the Executive committee:

1. The members of the Executive Committee shall maintain a co-operative relationship with each other and work for the welfare of the student community.
2. Under normal circumstances any member of the Executive Committee shall hold his/her position for one functional year (From August to July).
3. Any member of the Executive Committee cannot hold any position in the EC for more than two consecutive years.
4. In case of vacancy in the office of the President, the Vice President (Administration) shall hold the office of the President until the general members in a General Meeting elect a new President. The Meeting should be held within one month of the vacancy. In absence of the Vice President-Administration, the office of the President shall be run by one of the following persons in the given order: VP-Finance, VP-Events, VP-Culture, VP-Sports, or VP-Communication.
5. In case of vacancy in the office of other members in the Executive Committee, Executive Committee shall have the authority to fill up the vacancy by selecting members from the present executive committee or from the general members of the Association. In this procedure a majority of the Executive Committee members have to be agreed.

Section 3: Functions and eligibility of the Executive Committee members:

1. The President:

Eligibility:

Any general member, who has been a member of the association for at least six months prior to the Election Day, is eligible for election to this office.

Responsibilities:

1. The President shall be the presiding officer of the Executive Committee.
2. To represent BSAUS to other association or organization president will select a member from the executive committee or general members of the association upon the consensus of the Executive Committee.
3. The president shall take care of the responsibilities related to the new students with the help of the executive committee members and the general members of the association.
4. The President shall decide in a meeting with the Executive Committee members and prepare or assign preferably the VP Admin or another member of the EC to prepare an annual general report on the activities of the association. The report should be available to the general member at the end of the functional year.

2. The Vice President-Administration:

Eligibility:

Any general member of the association is eligible for election to this office.

Responsibilities:

1. The VP Administration shall be responsible for all records and the property of the Association.
2. The VP Administration shall be responsible for including new members in the association and all correspondences with the general members.
3. The VP Administration shall assist the President in the implementation of policies and activities adopted by the EC.
4. The VP Administration shall call meetings of the Assembly and the EC on the instruction of the President.
5. The VP Administration shall act as the President in event that the President is absent.

3. The Vice President-Finance:

Eligibility:

Any general member of the association is eligible for election to this office.

Responsibilities:

1. The VP Finance shall present financial statements of income and expenditures of the Association in the Executive Committee Meetings.
2. The VP Finance shall report all revenues and expenditures of his tenure at the last assembly meeting and arrange smooth transition of any remaining funds to the next executive committee.
3. The VP Finance shall administer the finances of the association and have the power to receive and disburse the money in the name of the association, within the limit provided by the Executive Committee.

4. The Vice President-Events:

Eligibility:

Any general member of the association is eligible for election to this office.

Responsibilities:

1. The VP Events shall organize indoor/outdoor events and activities.
2. The VP Events shall work together with the VP Cultural and VP Sports; provide support (e.g., logistics) for organizing any Cultural, Sports or social event.

5. The Vice President-Culture:

Eligibility:

Any general member of the association is eligible for election to this office.

Responsibilities:

1. The VP Cultural shall be responsible for planning the cultural activities of the association.
2. The VP Cultural shall work together with the VP events in organizing the cultural events.

6. The Vice President-Sports:

Eligibility:

Any general member of the association is eligible for election to this office.

Responsibilities:

1. The VP Sports shall be responsible for planning the sports activities of the association.
2. The VP Sports shall work together with the VP events in organizing the sports events.

7. The Vice President- Communication:**Eligibility:**

Any general member of the association who has the technical expertise to develop and maintain a website is eligible for election to this office.

Responsibilities:

1. The VP Communication shall develop (if required), maintain and update the website of the association in consultation with the other members of the Executive Committee.
2. The VP Communication shall keep liaison with the GSA as per their requirement.

ARTICLE IV: Advisory Committee (AC):**Section 1: Terms of the Advisory Committee:**

1. The Executive Committee will select three associate members to serve on the Advisory Committee.
2. The membership of the Advisory Committee will be valid for two functional years.

Section 2: Eligibility:

1. Any associate member of the association will be eligible to be nominated and/or elected as the member of the committee.
2. The members of this committee must reside in Saskatoon.

Section 3: Responsibilities:

1. The Advisors shall mentor the Executive Committee and the association.
2. The Advisors shall help the members of the association to network with professionals and employers in their respective fields.

ARTICLE V: Election**Section 1: Election committee:**

1. The Executive Committee shall form an "Election Committee" consisting of three members to supervise the election upon discussion with the advisory committee.
2. The Election Committee shall be formed at the beginning of the last month of the functional year for governing the Executive Committee for the next functional year. The Election Committee must complete their job before the start of the next functional year.

Section 2: Eligibility of the Election Committee member:

1. The Election Committee members have to be an associate member of the association.

Section 3: Election Procedure:

1. The election shall be held on a date selected by the Executive Committee in a general meeting.
2. The election shall be held at the last month of the functional year (July).
3. The election shall be conducted by secret ballot.
4. A simple majority shall determine election to an office.
5. Any General Member can nominate himself/herself or recommend any other member for any of the offices of the Executive Committee.
6. One person cannot contest in more than one position in the election.
7. The nomination(s) shall not be valid if the nominee(s) refuse to run for that office.
8. A member must vote in person at the voting center during the hours set by the election committee.
9. At least 60% of the total number of general members shall have to participate in the election and cast their vote to make a successful election.

ARTICLE VI: Management and Use of funds

1. The President, VP Finance and VP Administration should maintain an account in the name of BSAUS. For all monetary transactions, the signatures of the two of the three persons mentioned above (the President, VP Finance, and/or VP Administration) will be required.
2. No parts of the funds, assets or income of the association shall be used for private benefit of any member or donor of the association and any other person or organization.
3. The Executive Committee should present an annual financial report to the General Members before handing over the Office to the new elected committee.

ARTICLE VII: Transfer of the Executive Committee

The office will be handed over to the new elected members of the Executive Committee in an annual ceremony within the 1st week of the Functional Year (1st of August). The past committee is solely responsible to hand over all necessary documents to the newly elected Executive Committee members; those were inherited and maintained by them.

ARTICLE VIII: Constitutional Amendments

1. A meeting especially arranged for making any amendments to the constitution should be called and circulated among the general members at least two weeks before the meeting.
2. Any amendments to the constitution requires the support of at least two third of the members present in the meeting. To be accepted, at least sixty percent of the general members must participate in the voting process.

ARTICLE IX: Privacy Act.

The BSAUS is committed to protecting the privacy of its members. The personal information collected by BSAUS will be maintained in a confidential and secure manner and will only be utilized for which they were collected. The BSAUS Executive will maintain the list of all BSA members' and their contact information only for the purposes of managing the Association's affairs and for communicating with the members regarding Association issues, events, newsletters, publications, etc. The information will not be provided to any other third party.

ARTICLE X: Medium of communication

Please see the amendment section

Constitutional Amendments (I)
Date: 31st January' 2014

Article II: Section 1, 2 and 3:

1. Any Bangladeshi U of S student (Graduate or Undergraduate) will pay membership fee (\$10) only once in their study life. After that, they will be considered as a 'member' of BSAUS until their graduation. After graduation they will be automatically transferred to the 'Alumni' category.
2. Student's spouse will be considered as an 'Associate member'. Later on, all other rules and regulation will be applied on them as per BSAUS constitution such as pay membership fee (\$10) one time.
3. At least 40% of the general members should be present in any particular General Meeting (Annual or special) for taking any decision for the betterment of BSAUS.

Article X:

Medium of communication among BSAUS's members will be both Facebook (Bangladeshi Student Association, University of Saskatchewan Facebook page) page and yahoo mail group.

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AUG 14 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	Brazilian Students' Association of the University of Saskatchewan (BRASA U of S)
Number of members in your Social Club	30
List of your Social Club Executives (their positions and email addresses)	1. President, José Alvim Berkenbrock, j.alvim@usask.ca 2. VP External, Pauline Guidoni, pauline.guidoni@usask.ca 3. VP Communication, Moisés Ferreira, mod107@usask.ca 4. VP Finances, Rafaela Grecco, rafaela.gm@usask.ca
Name of the Bank	Royal Bank of Canada
Proportion of graduate students in your Social Club.	25 of 30
Proportion of non-graduate students in your Social Club.	5 of 30

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

José Alvim Berkenbrock

August 9, 2019

J Berkenbrock

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Brazilian Students Association of the University of Saskatchewan (BRASA UofS)

CONSTITUTION

ARTICLE I. NAME OF ORGANIZATION

The name of this organization shall be Brazilian Students Association (BRASA UofS). This organization will utilize the acronym "BRASA UofS" in all publicity materials and correspondence. BRASA UofS is affiliated with the Brazilian Association of Saskatoon (BRASA).

ARTICLE II. PURPOSE OF THE ASSOCIATION

The BRASA UofS is established for the purpose of aiding incoming and present Brazilian students at the UofS, to support the Brazilian student community in Saskatoon and to promote cultural and political awareness across campus.

ARTICLE III. MEMBERSHIP

Section 1. Membership is open to currently registered U of S students of any nationality, who are subjected to the payment of an annual fee, currently set at \$5.00.

Section 2. Members of the BRASA UofS will be automatically considered members of BRASA.

ARTICLE IV. EXECUTIVE BOARD OF MEMBERS

The executive board of members will consist of:

- A. President: shall preside at all meetings of the organization and shall coordinate the work of the officers and committees; attends BRASA meetings when necessary.
- B. Vice-president: shall serve as an aide to the President and shall perform the duties of the President in her/his absence or inability to serve. Liaison between BRASA UofS and BRASA.
- C. Treasurer: shall receive all monies of BRASA U of S; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by the organization; holds co-signing authority for the group. The Treasurer shall

present a financial statement at every meeting of BRASA UofS and at other times when requested by the President.

- D. Secretary: shall record the minutes of all meetings of BRASA UofS and shall perform other duties as delegated by the President. Maintains a record of all events (including relevant expenses, personnel, quotes, etc); responsible for sending a reminder of upcoming events.
- E. Officer of Communications: manages the association's social media accounts, email, and digital calendar; develops an annual calendar of events; responsible for informing of upcoming BRASA UofS events.

During the first mandate, the co-founders agreed to preside as co-presidents since no elections were held for executive positions that year. Following the first mandate, only one president shall be elected.

ARTICLE V. ELECTIONS

Section 1. The Executive Committee of the association must be elected from and by the membership by a majority vote.

Section 2. The election shall be held by ballot.

The Board of Directors shall be elected by majority vote during the beginning of the academic year, wherein students who wish to apply for officer positions shall necessarily be present. In addition to two other officers, the previous president must be present at the meeting. New officers shall begin their mandate immediately after the elections. Candidate must be part of the previous committee in order to run for president. The positions of President, and Vice President shall be for one (1) year term. The positions of Treasurer and Secretary shall be for (1) year term. All positions must be relinquished as soon as the holder ceases to be a student at the UofS.

ARTICLE VI. BRASA ADVISOR

A BRASA advisor will be appointed by the executive to serve as a resource person and provide advisory support for the officers and members of the organization. The advisor shall be nominated by the officers and will serve a term of one (1) academic year. In the event that the advisor is unable to continue in their position, officers may nominate a replacement at any time, to be confirmed by a majority vote of the members. To best fill this role, the BRASA Advisor shall be a member of BRASA's executive and member of any of the UofS union bargaining associations. The Advisor does not need to retain a membership with BRASA UofS nor holds voting rights.

ARTICLE VII. HANDLING OF FUNDS

- Section 1. The finances of BRASA UofS will be handled exclusively by the association. All funds collected will be deposited in the BRASA UofS account within BRASA's account. An annual budget will be produced and a record of finances will be kept.
- Section 2. The Treasurer shall be the primary officer and the president shall be the secondary officer designated to handle organization finances.
- Section 3. BRASA UofS will also raise funds through social and academic events that promote cultural awareness on and off campus.

ARTICLE VIII. MEETINGS

- Section 1. At least three (3) general meetings shall be held during the academic year, including the Annual General Meeting.
- Section 2. Quorum shall consist of ten percent (10%) of the membership body; of which 50% of the executive members must be present.

ARTICLE IX. IMPEACHMENT

- Section 1. A motion to remove a member of the association must be signed by at least five percent of the regular members of the association.
- Section 2. The motion shall be presented in writing at a regular meeting of the association where it shall be inscribed on the agenda of the next meeting of the association, whereupon the impeached individual will be given the right to defend his/her actions.
- Section 3. Once a motion for impeachment is presented and defended, impeachment may occur by a majority vote from the remaining members of the executive.

ARTICLE X. DISSOLUTION OF ORGANIZATION

In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to a non-profit organization.

ARTICLE XI. AMENDMENTS TO CONSTITUTION

Amendments to this constitution may be made at any regular meetings of BRASA UofS provided that notice of the proposed amendment was given two weeks prior to a vote. Amendments require a three-fourths vote of the executive members in attendance at the meeting.

ARTICLE XII. AFFILIATION

The association is not an agent of BRASA and the Graduate Students Association of the University of Saskatchewan (GSA). The association's views and actions do not represent those of BRASA and GSA.



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	International Students Association
Number of members in your Social Club	100
List of your Social Club Executives (their positions and email addresses)	1. President - Akinwande Akingbehin 2. Vp Finance - Mariella Monyo 3. Vp Academics - Aaryan Singh 4. Vp Cultural affairs – Salma Kazmi
Name of the Bank	Royal Bank of Canada (RBC)
Proportion of graduate students in your Social Club.	60% minimum
Proportion of non-graduate students in your Social Club.	40%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Akinwande Akingbehin

August 8th, 2019

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Constitution for (International Students Association)
Article 1 – International students Association

1.1 The official name of the club shall be “(International Students Association)”. No other name shall be used in the advertisement or representation of the club.

Article 2 – Vision

2.1 To target services to international students and take initiatives to maximize their opportunities in Canada.

Article 3 – Purpose of the Club

3.1 To represent the collective interest of international student community at the U of S

3.2 Advocate for the needs of the International Student community and create a culture of multicultural engagement and awareness amongst the student bodies

3.3 Represent the interest of all international undergraduate and graduate students.

3.4 Connect international students to their external community

Article 4 - Membership

4.1 Membership is open to all undergraduate students.

4.1 Membership is open to all students (undergrad and grads)

4.2 No membership fee will be charged to individual students (donations are will be always welcomed)

Article 5 – Executive

5.1 The Executive Committee shall consist of:

- a) President
- b) Vice-President Finance
- c) Vice- President Academic
- d) Vice-President external affairs
- e) Vice- President Cultural affairs

Article 6 – Duties of the Executive

6.1 President

- a) The President shall be the spokesperson of the ISA, oversee all affairs, and chair all meetings

- b) Liaise with other international student associations, unions and organizations in Canada
- c) The President shall conduct the official correspondence of the ISA and report any such correspondence to the executive.
- d) The President shall call meetings of ISA
- e) The President shall be an ex-officio member of every committee of the Council.
- f) The President shall be responsible for monitoring the day-to-day operations of the ISA.
- g) The President shall perform such duties as are assigned by the ISA.
- h) Has co-signing authority for the organization.
- i) Advertise and create awareness of the association.
- j) Attend external affairs meetings

6.11 Sub-President

- a) The president should be replaced as soon as possible in case of withdrawal, impeachment or emergency
- b) The sub-president will be elected amongst the beginning executives by the executives
- c) This decision will be made at the start of each new tenure
- d) The sub-President will immediately assume the role of the outgoing president

6.2 Vice-President Academic

- a) The Vice President Academic shall advocate for the academic interests of ISA members, including students funding.
- b) The Vice President Academic shall seek to represent the ISA regarding academic matters such as by liaising with USSU and any other student associations or external organizations.
- c) Responsible for the recording of the minutes of all meetings.
- c) The Vice President Academic shall perform such duties as assigned by the ISA.

6.3 Vice-President Finance

- a) The Vice President Finance shall be responsible for the financial resources of the ISA.
- b) The Vice President Finance shall carry out all day-to-day financial transactions, receive all monies due to the ISA, make all payments, maintain appropriate records, and keep an inventory of the ISA's property.
- c) The Vice President Finance shall prepare and manage the operating budget, and prepare and present the financial statements to Executive.
- d) The Vice President Finance, on the advice of the Finance Committee, shall review, process and approve all special project grant applications.
- e) Has co-signing authority for the group.
- f) The Vice President Finance shall source funds and suggest fundraising activities
- g) The Vice President Finance shall perform such duties as are assigned by the ISA

6.4 Vice-President External

- a. The Vice President External shall coordinate interaction between other student associations and the ISA
- b. The Vice President External shall coordinate collaborative initiatives with other student associations and related external organizations

- c. The Vice President External shall seek to represent the ISA regarding equity matters.
- d. The Vice President External shall maintain the website and all other online media of the ISA.
- e. The Vice President External shall perform such duties as are assigned by the ISA.
- f. The Vice president External shall represent the ISA in collaborative events or meeting with external entities In absence of the President

6.5 Vice President Cultural Affairs

- a. The Vice President Cultural Affairs shall seek and suggest culturally relevant events
- b. The Vice President Cultural Affairs shall coordinate planning and logistics for cultural events (which are all events)
- c. The Vice President Cultural Affairs shall recognize and celebrate (at least on social media) culturally significant days and events
- d. The cultural manager shall recruit volunteers or paid services of cultural artistes and performers.

Article 7 – Finances

7.1 The finances of the organization must be handled exclusively by the organization and kept separate from any other group.

7.2 Any surplus resulting from the yearly operation of the group should be transferred to reserve for future use and no part of the surplus shall be payable to any member.

7.3 In the event of the dissolution of the group, all surplus and assets should be transferred to a similar group with the same membership and purpose.

Article 8 – Meetings

8.1 At least three (6) general meetings shall be held during the academic year, including the Annual General Meeting.

8.2 Members must be informed of each meeting at least seven (7) days in advance.

8.3 Quorum shall consist of fifty percent (50%) plus one of the voting members.

8.4 Executive decisions shall not be autocratic. If there is any opposition to an executive decision, the decision must be taken to a vote of the membership.

Article 9 – Elections

9.1 The Executive Committee of the club must be elected from and by the membership by a majority vote.

9.2 The election shall be held the same time the University of Saskatchewan holds its annual USSU Election

Article 10 – Amendments

10.1 Amendments to the constitution shall be made at the Annual General Meeting.

10.2 Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

Article 11 – Impeachment

11.1 A motion to remove a member of the club must be signed by at least five percent (5%) of the regular members of the club.

11.2 The motion shall be presented in writing at a regular meeting of the club where it shall be inscribed on the agenda of the next regular meeting of the club, whereupon the impeached individual will be given the right to defend his/her actions.

11.3 A quorum of one half (1/2) of the voting members of the club is required to consider a motion to remove a member of the club.

11.4 A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the club and any responsibilities or privileges associated with such.

Article 12 – Agency

12.1 The club is not an agent of the USSU and the club's views and actions do not represent those of the USSU.

AUG 16 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	Nepalese Students' Association
Number of members in your Social Club	30
List of your Social Club Executives (their positions and email addresses)	1.Pashupati Bhandari, President, pab230@usask.ca 2.Prabesh Devkota, VP- Student Affairs,, prd107@usask.ca 3.Shanta Sharma, VP- Finance, shs605@mail.usask.ca 4.Asmitta Poudel, VP- Public Relations, asp170@usask.ca 5.Asim Chaulagain, VP- Event Management, chaulagain@mail.usask.ca 6.Sujan Basnet, VP- Sports Management, sub868@usask.ca 7.Nirajan Niroula, Secretary, nirajan.niroula@usask.ca
Name of the Bank	Royal Bank of Canada
Proportion of graduate students in your Social Club.	80%
Proportion of non-graduate students in your Social Club.	20%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Pashupati Bhandari

August 14, 2019

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA Vice-President Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Nepalese Students' Association (NSA) constitution

Article I – Name

The name of this organization shall be Nepalese Students' Association. Here in after, it is referred to as NSA.

Article II – Mission

To represent Nepalese students, to promote Nepalese culture at the University of Saskatchewan (U of S) and to assist undergraduate and graduate students at the U of S.

Article III – Purpose

1. To bring together all the Nepalese students at the U of S and to provide them with necessary help to make their stay comfortable.
2. To promote relations, better understanding, and co-operation among its members and other U of S students.
3. To serve as a liaison body between the Nepalese students at the University of Saskatchewan Students' Union (USSU) administration, the College of Graduate Studies and Research (CGSR), Graduate Students' Association (GSA), International Students and Study Abroad Centre (ISSAC), departments and faculties, and other students' associations/clubs.
4. To suggest students about undergraduate and graduate-program procedures, jobs, awards, accommodations and other opportunities.
5. To promote Nepalese culture and heritage at the U of S.
6. To foster friendship, goodwill and understanding between the Nepalese students and the Canadian students.
7. To keep close contacts with NSA alumni members.

Article IV – Membership

1. The membership of the association shall be open to all the students of the U of S.
2. The membership requires no fees.

Article V – Executive Positions

The Association shall have the following positions:

1. President, 2. Vice-President Students Affairs, 3. Vice-President Finance, 4. Vice-President Public Relation, 5. Vice-President Event Management, 6. Vice-President Sports Management and 7. Secretary
 - i. These are elected positions. The members of the association shall elect the positions annually.
 - ii. These seven positions shall constitute the Executive Committee of the association.
 - iii. By majority vote the Executive Committee can invite from amongst NSA, any member(s) as non-voting Executive Committee member(s) according to their need to serve the organization better.
 - iv. The term and job description of the non-voting executive members shall be defined by the majority vote of the Executive Committee.
 - v. Any NSA member who is currently enrolled at the U of S shall be eligible for the Executive Committee of the Association.

Article VI – Duties of the Executives

The **President** shall have the following duties:

1. Chair all the meetings of the general body and the Executive Committee, except during elections.
2. Initiate and decide, with the advice and majority consent of the Executive Committee, all matters concerning the activities of the association including, but, not restricted to constituting ad-hoc committees to assist her/him in the execution of her/his functions.
3. Coordinate, supervise and lead the NSA Executive Committee.
4. Co-sign the NSA Cheques.
5. Retain the ability to delegate responsibilities to other Executive Members within reasonable limits.

The **Vice-President Student Affairs** shall have the following duties:

1. Advise students about undergraduate and graduate-program procedures, jobs, awards, accommodations and other opportunities.
2. Advise students on Immigration and other Canadian rules and regulations.
3. Keep close contact with alumni members.

The **Vice-President Finance** shall have the following duties:

1. Collect the dues of the NSA. Keep a record of the NSA's funds.
2. Submit a full financial report to the Annual General Meeting.
3. Co-sign the NSA Cheques.

The **Vice-President Public Relation** shall have the following duties:

1. Undertake publicity and coverage of the association's activities.
2. Work as spokesperson of NSA.
3. Maintain good public relations with other university organizations.
4. Represent NSA at various platforms.
5. Report to the Executive Committee of NSA.

The **Vice-President Event Management** shall have the following duties:

1. Organize activities to promote interaction and fun activities within the NSA members.
2. Organize events celebrating various Nepalese cultural festivities.
3. Promote Nepalese culture among the students at the U of S.
4. Coordinate with the ISSAC & promote NSA's participation in the various events organized by ISSAC.

The **Vice-President Sports** shall have the following duties:

1. Organize and promote different sports related activities within student community.
2. Coordinate with other sports bodies where NSA represents.

The **Secretary** shall have the following duties:

1. Maintain minutes of meetings and all correspondences, inform members about general meetings, send copies of executive body minutes to NSA members.
2. Maintain and keep the records of all documents, reports and properties concerning the activities of the NSA.

3. Submit an annual report of the NSA activities to USSU/ISSAC or wherever necessary.
4. In case of any personal/confidential issue of an individual member being discussed in the Executive Committee meeting on the request of the concerned member, the decision to share such an issue with members (other than executive committee) shall fully and completely remain at the discretion of the said concerned member. In no case shall the Executive Committee share personal/confidential matter of any individual member without her/his permission to anyone else.

The **non-voting executive members** shall take up duties as delegated by the Executive Committee.

Article VII – Executive Meeting Procedures

Executive meetings shall follow the following rules:

1. The chair provides an agenda to the Secretary for a next executive meeting. The Secretary schedules the next executive meeting.
2. The quorum for an executive meeting is as follows.
 - i. More than 50% of the executive members must be present.
 - ii. Either the President or Vice-President must be present to chair the meeting.
3. The procedure for an executive meeting is as follows.
 - i. The chair ensures that the agenda is followed in order. Members may request a return to the agenda by calling a point of order. Additional agenda items should be placed, in order, in the 'Any Other Business' section at the end of the agenda.
 - ii. The chair will only recognize motions, and all motions must be seconded.
 - iii. The chair must ensure discussion follow the motion. Amendments may be made to the motion at this time. The person making the motion may also defer it to a subsequent meeting if he or she determines that further work is needed before bringing the motion to a vote.
 - iv. The chair will bring a motion (or amended motion) that is not deferred to a vote.
 - v. Executive Members may vote for or against the motion by a show of hands, or may abstain from the vote.
 - vi. A simple majority (more than 50% of the executive members) will pass or defeat the motion. If there is a tie in the vote, then the chair has the deciding vote that breaks the tie.
4. The secretary publishes the minutes of the executive meeting to all NSA members. In the case of personal/confidential issue of an individual member being discussed at the Executive Committee meeting the Secretary shall strictly follow by-law of the NSA constitution.

Article VIII – Elections

The Elections of the Association shall be held according to the following By-Laws. The Executive Committee shall be elected by members in the election process described as follows:

1. Distribute description of all positions by e-mail to interested members on NSA mailing list.
2. The President will determine the order in which positions are elected.
3. Nominations will be called at the meeting.
4. Nominations will be seconded.
5. Nominations will be accepted or declined by the nominee.
6. Nominee(s) will speak about their qualifications.
7. Voting must be done by a secret ballot.
8. The elections will be conducted by an Election Committee comprising of one Chief Returning Officer (CRO) and one Deputy Returning Officer (DRO), who are members of NSA. The Elections Committee will be appointed by the Executive Committee.
9. The election of the Executive Committee shall be held at least three weeks prior to the end of each academic year. The exact date shall be decided by the Executive Committee.
10. Only NSA members shall be entitled to vote. However, the outstation NSA member can send her/his vote to the CRO/DRO from her/his email ID registered with NSA.
11. In case of any discrepancies in any matter, NSA will follow USSU/ISSAC Election By-Laws.
12. The non-voting positions will be appointed by the President in consultation and with the majority approval of the Executive Committee.
13. Any member can only hold a post for not more than one consecutive term. The member may be elected to another post for as long as s/he remains a member of the NSA.

Article IX – Removal

1. Rules for Removal of Executives:
 - i. A motion to remove an executive member can be made if the members feel the executive is not conducting her/his delegated duty and/or if the executive is not following the spirit of the constitution.
 - ii. A vote of no-confidence against any executive may be called by a written request by five members.
 - iii. Any member of the Executive Committee could be removed if more than 50% of the NSA members vote in favor of the motion for removal.
2. In the event an executive member withdrawing from her/his position or becoming absent for a period, a replacement shall be appointed by the President in consultation and with the majority approval of the Executive Committee for the required period.

Article X– Amendments to the Constitution

Amendments to the Constitution can be made by the Executive Committee, after it has been presented and approved by the NSA members. For the change to be applicable, more than 50% of the general members need to ratify the change in the Constitution.

NS
SEP 13 2019

Constitution of Pakistani Students' Association (PKSA), University of Saskatchewan, Canada

Article 1 – Name

The official name of the club shall be “***Pakistani Students' Association (PKSA), University of Saskatchewan***”. No other name shall be used in the advertisement or representation of the club.

Article 2 – Purpose of the association:

The primary purposes/objectives of this association are to:

- 2.1 Provide a concrete platform to gather all Pakistani students and others at U of S under one umbrella.
- 2.2 Host social events to provide entertainment outlets for current students and to promote Pakistani culture and heritage at U of S and Saskatoon.
- 2.3 Assist new Pakistani students with pre/post arrival matters to make their transition in life of Saskatoon as seamless as possible.

Article 3 – Membership

- 3.1 PKSA **General membership** is open to all current Graduate and Undergraduate students.
 - General members will enjoy the privilege for:
 - Voting to elect new executive members
 - Participating to be elected as an executive
 - Participating in general meeting
 - Suggesting changes in constitution
 - Getting alerts for events being organized/managed by PKSA along with provision of discounted ticket price
- 3.2 PKSA **Associate membership** is open to all alumni, faculty and staff members at U of S as well as Pakistani community members of Saskatoon.
 - Associate members will enjoy the privilege for:
 - Participating as a member of advisory committee, responsible for holding elections in collaboration with the acting president
 - Advisory committee will consist of three (3) associate members, residents of Saskatoon who will be selected by

Executive Committee.

- Getting alerts for events being organized/managed by PKSA along with provision of discounted ticket price

Article 4 – Executive

4.1 The Executive Committee shall consist of:

- a) President
- b) Vice-President
- c) General Secretary
- d) Finance Secretary/Treasurer
- e) Social Secretary

Article 5 – Eligibility and Duties of the Executive

5.1 President

Eligibility:

Any general member, who has been a member of the association for at least six months prior to the Election Day, is eligible for election to this office.

Responsibilities:

- Oversee all affairs of the association (PKSA)
- Represent association (PKSA) being the chief spokesperson
- Lead the executive committee and coordinate with them
- Call the meeting of executives and general meeting
- Co-sign all financial/legal matters
- Liaise with U of S student union and other student associations

5.2 Vice-President

Eligibility:

Any general member, who has been a member of the association for at least six months prior to the Election Day, is eligible for election to this office.

Responsibilities:

- Assist the President in performing his/her duties
- Assumes all powers of the President in his/her absence
- Co-sign all financial/legal matters
- Liaise with other executives and members of the association

- Maintain and update all the information/records of the association

5.3 General Secretary

Eligibility:

Any general member, who has been a member of the association for at least three months prior to the Election Day, is eligible for election to this office.

Responsibilities:

- Writes the minutes of the meetings and circulate to the members
- Facilitate President/Vice President in performing the duties
- Coordinate with social secretary and Secretary-event & sports for planning and execution of events
- Other duties as assigned by the President

5.4 Financial Secretary

Eligibility:

Any general member, who has been a member of the association for at least three months prior to the Election Day, is eligible for election to this office.

Responsibilities:

- Deal with financial matters of the association
- Keeps complete record of all financial transactions
- Holds co-signing authority for all financial matters
- Other duties as assigned by the President

5.5 Social Secretary

Eligibility:

Any general member, who has been a member of the association for at least three months prior to the Election Day, is eligible for election to this office.

Responsibilities:

- Maintain and update official website of the association and maintain the social media accounts
- Plan and execute strategies to raise membership of the club
- Plan social activities in accompanying with secretary- events & sport
- Participate in planning, management and execution of the events

- Develop strategies for promoting Pakistani culture and heritage
- Other duties as assigned by the President

Article 6 – Finances

- 6.1 The finances of the organization must be handled exclusively by the organization and kept separate from any other club.
- 6.2 Any surplus resulting from the yearly operation of the club should be transferred to reserve for future use and no part of the surplus shall be payable to any member.
- 6.3 In the event of the dissolution of the club, all surplus and assets should be transferred to a similar group with the same membership and purpose.

Article 7 – Meetings

- 7.1 At least two (2) general meetings shall be held during the academic year, including the Annual General Meeting.
- 7.2 Members must be informed of each meeting at least seven (7) days in advance.
- 7.3 Quorum shall consist of sixty percent (60%) of the members.
- 7.4 President can call executive member's meeting for any agenda at any time; by giving three (3) days prior notice.

Article 8 – Elections

- 8.1 The Executive Committee of the club must be elected by the majority vote of the general association members.
- 8.2 The election shall be held by secret ballot.
- 8.3 The election shall be held each year in first General meeting of the year (January) under the supervision of advisory committee, which will be facilitated by the acting President, Vice President, General Secretary and Social secretary.
- 8.4 Any General Member can nominate himself/herself for any executive position, however, advisory committee will determine if they meet the prescribed criteria for the position.
- 8.5 One person cannot contest in more than one position in the election.
- 8.6 In case of any executive member is unable to perform his/her duties for any reason, president in consultation with other executives can assign a temporary replacement for that position for up to two months then the elections will be held to choose a permanent executive.
- 8.7 The office will be handed over to the new elected members of the Executive Committee in an annual ceremony after 1st week of election. The past committee is

solely responsible to hand over all necessary documents to the newly elected Executive Committee members; those were inherited and maintained by them.

Article 9 – Amendments

- 9.1 Amendments to the constitution can be made at the General Meeting.
- 9.2 Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

Article 10 – Impeachment

- 10.1 A motion to remove a member of the club must be signed by at least five percent (5%) and for any executive member motion should be signed by at least twenty five percent (25%) of the members of the club.
- 10.2 The motion can be presented in writing at a regular meeting or can be submitted to the President/ Vice-President or to advisory committee of the club, which shall be inscribed on the agenda of the next regular meeting of the club, whereupon the impeached individual will be given the right to defend his/her actions.
- 10.3 A quorum of one half (1/2) of the voting members of the club is required to consider a motion to remove a member/executive of the club.
- 10.4 A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the club and any responsibilities or privileges associated with such.

ARTICLE 11 - Privacy Act

The information provided to PKSA will be maintained in a confidential and secure manner and will only be utilized for which they were collected.

Article 12 – Agency

The club is not an agent of the GSA and the club's views and actions do not represent those of the GSA.



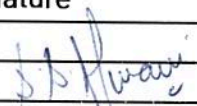
AUG 30 2019

University of Saskatchewan Graduate Students' Association
Social Club Registration form

Name of your Social Club	American Association of Pharmaceutical Sciences USASK Student Chapter
Number of members in your Social Club	60
List of your Social Club Executives (their positions and email addresses)	1.Saniya Shiraz Alwani – President (ssa930@mail.usask.ca) 2.Amir Khajavinia – Vice Chair (amk631@mail.usask.ca) 3.Fatma Elessawy – Treasurer (fatmaelzahraa.elessawy@usask.ca) 4.Kawther Mohammad – Secretary (kam913@mail.usask.ca)
Name of the Bank	CIBC
Proportion of graduate students in your Social Club.	65%
Proportion of non-graduate students in your Social Club.	35%

Please attach a void cheque as well as the constitution of your Social Club to this application

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature	Date
Saniya Alwani 	30/08/2019

Important notes:	
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Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:
Attention: GSA VP Student Affairs
1337 College Dr, Saskatoon, SK, S7N 0W6
Monday-Friday 9:00 AM – 7:30 PM

Constitution for University of Saskatchewan AAPS Student Chapter

1. Name

1. The official name of the club shall be "(University of Saskatchewan AAPS Student Chapter)". No other name shall be used in the advertisement or representation of the club.

2. Purpose of the Club

- 2.1. Create coherent social and scientific communities that serve the needs and interests of students studying in the Pharmacy, chemistry, biomedical engineering and biochemistry at the University of Saskatchewan.
- 2.2. Help student members to share knowledge with peers and mentors from wide varieties of field of studies such as toxicology, clinical pharmacology, biotechnology, medicinal chemistry, analytical chemistry, pharmacokinetics, and drug development.
- 2.3. Launch a platform where our multidisciplinary expertise can meet, nourish and grow. This is best achieved through the integration of different interactive learning environments that will not only help students to grow professionally but will also allow them to develop other communication and leadership skills. Workshops, seminars and discussion groups on career opportunities and current advancements in pharmaceutical sciences are organized. Speakers from industry are invited to talk to students about career options and how to effectively search for jobs in the industry.

3. Membership

- 3.1. Membership is open to everyone.
- 3.2. Only students enrolled in the University of Saskatchewan are eligible to hold voting privileges and executive positions in the organization.
- 3.3. Associate non-voting members shall be allowed.

4. Executive

- 4.1. The Executive Committee shall consist of:
 - a) Chair
 - b) Chair elect
 - c) Vice Chair
 - d) Secretary/ Treasurer
 - e) Faculty advisor

5. Duties of the Executive

- 5.1. Chair

The Chair shall represent or appoint a representative of the Student Chapter at AAPS meetings; direct the Student Chapter and preside at its meetings; appoint committee members and Committee Chairs as necessary.

5.2. Chair elect

The Chair-Elect shall act as Chair in the absence of the Chair or as necessary

5.3. Vice chair

The Vice Chair shall act as Chair if necessary.

5.4. Secretary/Treasurer

The Secretary/Treasurer shall correspond with the Student Chapter members; record minutes and other actions of the Student Chapter; maintain records, minutes, documents, finances, mailings, program or meeting materials, and all other significant information related to the Student Chapter and ensure that updated material is shared with AAPS in a timely manner; coordinate communications regarding elections; and maintain financial records in association with the Chair-elect.

5.5. Faculty Advisor

The Faculty Advisor shall provide insight and guidance that assists the student chapter in furthering its purpose and enhancing the meaningfulness of organization membership. As a general rule, the advisor should counsel the organization regarding their responsibilities, be familiar with the organization's programs and be familiar with College policies and procedures. Specific written duties or expectations of an advisor shall be mutually agreed upon by the advisor and the student organization.

6. Finances

6.1. Membership to the chapter is for free.

6.2. Through the annual renewal approval from the AAPS, a stipend is provided to run the chapter

6.3. The finances of the organization must be handled exclusively by the organization and kept separate from any other group.

6.4. Any surplus resulting from the yearly operation of the group should be transferred to reserve for future use and no part of the surplus shall be payable to any member.

6.5. In the event of the dissolution of the group, all surplus and assets should be transferred to a similar group with the same membership and purpose.

7. Meetings

7.1. At least three (3) general meetings shall be held during the academic year, including the Annual General Meeting.

7.2. Members must be informed of each meeting at least seven (7) days in advance.

7.3. Quorum shall consist of fifty percent (50%) plus one of the voting members.

7.4. Executive decisions shall not be autocratic. If there is any opposition to an executive decision, the decision must be taken to a vote of the membership.

8. Elections

8.1. The Executive Committee of the club must be elected from and by the membership by a majority vote.

8.2. The election shall be held by secret ballot.

9. Amendments

9.1. Amendments to the constitution shall be made at the Annual General Meeting.

9.2. Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

10. Impeachment

10.1. A motion to remove a member of the club must be signed by at least five percent (5%) of the regular members of the club.

10.2. The motion shall be presented in writing at a regular meeting of the club where it shall be inscribed on the agenda of the next regular meeting of the club, whereupon the impeached individual will be given the right to defend his/her actions.

10.3. A quorum of one half (1/2) of the voting members of the club is required to consider a motion to remove a member of the club.

10.4. A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the club and any responsibilities or privileges associated with such.

11. Agency

11.1 The club is not an agent of the USSU and the club's views and actions do not represent those of the USSU.

AUG 30 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	USask IEEE Power and Energy Society Student Branch Chapter
Number of members in your Social Club	6
List of your Social Club Executives (their positions and email addresses)	1.Osama Aslam Ansari, Chair and Treasurer, oa.ansari@usask.ca 2.Alireza Zia, Vice Chair and Secretary, alz449@mail.usask.ca
Name of the Bank	Royal Bank of Canada (RBC)
Proportion of graduate students in your Social Club.	100%
Proportion of non-graduate students in your Social Club.	0%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Osama Ansari

30/08/19.

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

CONSTITUTION OF UNIVERSITY OF SASKATCHEWAN IEEE PES STUDENT BRANCH CHAPTER, SASKATOON, CA (as drafted in 2017 and updated September 2017)

Constitution

Preamble

The IEEE PES Student Branch Chapter of University of Saskatchewan is a nonprofit membership organization dedicated to promoting professionalism among power engineering students and is a student chapter affiliated with the Institute of Electrical and Electronics Engineers (IEEE) and the IEEE Power and Energy Society (IEEE PES).

Article I - Name and Official Symbol

1. This organization shall be known as the University of Saskatchewan IEEE PES Student Branch Chapter or in short USask IEEE PES Student Branch Chapter
2. The student chapter is supported by IEEE Canada, IEEE PES Canada, IEEE North Saskatchewan Section and IEEE NSS PES/IAS Joint Chapter.

Article II – Purpose

The purposes of the USask IEEE PES Student Branch Chapter shall be as follows:

1. To promote excellence in engineering and the role of engineers in developing the quality of life.
2. To encourage professionalism and professional registration among power engineering students and engineering staff, and to instill a code of engineering ethics in the engineering community.
3. To develop and implement activities that promoting awareness of career opportunities and the role of professional engineers in society.
4. To provide orientation and guidance for new power engineering students by providing a communication link with other students and an opportunity to work for common goals.
5. To work as a coordinating body with other technical societies on campus to produce integrated extra-curricular activities particularly
6. To develop the funds necessary to achieve these purposes.
7. To uphold the vision and traditions of University of Saskatchewan
8. To engage in such other activities as might be consistent with and reasonably related to the purposes previously described in this Article.

Article III - Membership

1. Membership in this organization shall be open to University of Saskatchewan students enrolled in the Schools of Engineering as engineers. As required by IEEE and IEEE PES, Active members must pay annual dues, have a membership card, and regularly attend USask IEEE PES Student Branch Chapter meetings.
2. Membership and participation are free from discrimination based on race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as disabled.

3. Membership implies participation and members shall be deactivated based upon the following criteria:

a. If a member withdraws or is expelled from the University of Saskatchewan

b. If a member displays actions not concurrent with the Engineering Code of Ethics.

5. Deactivated members may be reactivated upon written request, requalification, and attendance at subsequent meetings.

Article V – Branch Structure

A central body of four Executive Officers will head the branch leadership, with special duties described in the Bylaws and titles described as follows:

Chair:

The Chair shall play central role in managing the chapter. The Chair shall be responsible for:

1. Representing the Chapter on the IEEE North Saskatchewan Section
2. Serving as a liaison to the administration, faculty and staff at the University of Saskatchewan
3. Serving as a liaison to the IEEE and IEEE PES
4. Serving as a chair in all executive and general meetings
5. Ensuring the Executive Committee members are carrying out their duties
6. Arranging collaborations with different organizations/institutions/individuals

Vice-Chair:

The Vice-Chair shall serve as the Chair, when required in the absence of the Chair. Additionally the Vice-Chair shall be responsible for:

1. Managing day to day operation of the chapter
2. Preparing necessary documents for the events/activities
3. Contacting sponsors/charities for collaboration
4. Handling all the constitutional affairs and bylaws

General Secretary:

The General Secretary shall be responsible for:

1. Providing support during the activities/events +
2. Arranging meetings and drafting minutes of the meetings
3. Dealing with the students/members and answering any queries
4. Handling the official email account, and social media accounts of the Chapter
5. Handling the website of the chapter

The Treasurer:

The Treasurer shall be responsible for:

1. Handling all the financial matters of the Chapter
2. Maintaining financial records of all the transactions of the Chapter
3. Preparing quarterly reports about the finances of the chapter
4. Dealing with the registration fee for events/activities
5. Authorizing the expenditures for events/activities

ARTICLE VI – Election

1. Election of Officers for the following year shall be held no later than the second month of each academic year. Voting will be held in a General Meeting where all candidates are given a chance to give a speech prior to voting. All voting will be done through secret ballot. All of those who hold IEEE Membership and all undergraduate and graduate Electrical and Computer Engineering students are eligible to vote.

2. The positions will be advertised to all Electrical and Computer Engineering students and Branch members three weeks prior to the elections. Candidate nomination forms will be accepted up to a period determined by the current Executive prior to elections, never being closer than three days.

ARTICLE VIII – Meetings

1. The Branch shall hold regular, and special Executive and Committee Meetings at such places and times as designated by the Executive.
2. Executive Meetings are only to be attended by Executive members, any non-Executive individual(s) invited by the Branch Chair for official purposes.
3. A General Meeting, including the Annual General Meeting, can be called by a simple majority vote of the Executive.
4. An Annual General Meeting shall be held no later than the second last month of each academic year.

ARTICLE IX – Amendments

1. Amendments to this constitution shall become valid immediately upon fulfillment of the criteria specified in either Method A or Method B given below:
 - a. Method A:
 - (1) Copies of the amendments are to be submitted to all members at least one week prior to the student chapter meeting.
 - (2) A two-thirds majority affirmative vote of those present is required for passage of an amendment.
 - b. Method B:
 - (1) Copies of the amendments and a ballot with which to vote on the amendments shall be mailed to all members.
 - (2) Members shall be given two weeks, but no more than four weeks, in which to return their ballot to the USask IEEE PES Student Branch Chapter.
 - (3) A two-thirds majority affirmative vote of the returned ballots is required for passage of an amendment.
2. A defeated amendment shall not be resubmitted for approval in its original form, nor in a form not significantly different from the original in content, until one calendar year shall pass.
3. The aforementioned methods shall be the only valid methods by which this constitution may be changed (i.e. - Techniques such as "Suspension of the Rules" are prohibited to amend or change this constitution in any manner).
4. Amendments to this constitution are subject to the review and approval of the appropriate representative of USask IEEE PES Student Branch Chapter.



AUG 30 2019

**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	Let's Talk Science
Number of members in your Social Club	204
List of your Social Club Executives (their positions and email addresses)	1.Aravind Ravichandran - Coordinator ARR192@mail.usask.ca 2.Jude Okolie - Coordinator judebet032@gmail.com 3.Sakhana Shree Suresh Kumar – Coordinator SAS591@mail.usask.ca.
Name of the Bank	Click or tap here to enter text.
Proportion of graduate students in your Social Club.	75%
Proportion of non-graduate students in your Social Club.	25%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

20/8/19

ARAVIND RAVICHANDRAN

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Constitution of Let's Talk Science at the University of Saskatchewan (2019-2020)

I. Name

The official name of this organization shall be Let's Talk Science at University of Saskatchewan (U of S), herein referred to as Let's Talk Science (LTS). Communication with other universities hosting the LTS organization demands by necessity specification of this organization as 'Let's Talk Science at UofS.

II. Purpose

LTS at U of S is one of 42 university sites across Canada acting as part of a national, charitable science, technology, engineering and mathematics (STEM) outreach education organization. The primary goal of the Let's Talk Science is to work with educators to deliver hands-on and minds-on STEM activities to elementary and high school classrooms, as well as at community events, which are designed to promote STEM literacy among Canadian youth. The increasing prevalence of STEM skills required across careers today demands that higher attention be directed at instilling interest in these disciplines, which LTS strives to accomplish through volunteer initiative. Undergraduate and graduate U of S students from any discipline act as enthusiastic volunteers who provide a unique and engaging learning experience for students in grades K-12 through their position as role models to the next generation of scientists.

The U of S hosts the only participating LTS site in Saskatchewan, and therefore serves as an important program in science outreach education for all youth in the province, including urban, rural, remote and aboriginal (First Nations, Metis, Inuit) students. All activities and events are free of charge to participants, including volunteers, educators, and students.

III. Membership

The LTS shall consist of all presently enrolled graduate and undergraduate students at the University of Saskatchewan. Membership for new volunteers shall be granted upon attending a required Science with Impact® training session. Returning volunteers are not required to attend a second training session. Faculty and alumni shall be considered invited members if they so wish to participate. Membership shall be considered active if a volunteer participates in at least two activities per semester. Volunteers deemed active shall receive a certificate of appreciation. Members shall adhere to proper conduct in accordance with the organization and university policies or they shall be liable to suspension or expulsion from the society. Suspension or expulsion shall be left to the discretion of the acting coordinator(s) after consultation with the National Office. No membership fees will be required.

IV. Selection of Coordinator(s)

1. Applications from prospective site coordinators shall be taken by the incumbent site coordinators and they, in coordination with the National Office, shall conduct interviews to make the final selection of the incoming site coordinators.
2. A site coordinator may resign by tendering his or her resignation letter to the National Office.
3. A site coordinator may be removed from office if he or she is inactive with no prior notice for a period of four weeks, or engages in improper conduct prejudicial to the organization or in violation of university policies. The decision of removal shall be jointly determined by the National Office and the University of Saskatchewan College of Graduate Studies and Research, as suggested by the currently serving coordinator(s).

V. Coordinator Duties

1. The coordinator(s) shall serve as the primary contact between the LTS at U of S site and the LTS National Office in London, Ontario. Communication with the LTS National Office shall be on a regular basis.
2. The site stipend and additional access funding shall be managed by the coordinator(s), as directed by the National Office. Requests for site stipend and access funding shall be sent to the National Office by August for the upcoming year. Expense claims shall be sent to the National Office or filed via the UniFi system of the UofS with regard to the appropriate budget.
3. Internet-based maintenance shall include:
 - a) The LTS at U of S email (letstalkscience@usask.ca) shall be monitored on a daily basis. A response to incoming emails shall be sent within 48 hours of reception.
 - b) The LTS Portal shall be updated on a continuous basis. Examples of such maintenance will involve the approval of volunteer and educator registration, activity logging, monitoring of volunteer activity, and the addition of newly created site-specific activities.
 - c) Other online site maintenance (e.g., Facebook page) shall be at the discretion of the coordinator.
4. Educator contacts shall be maintained throughout the school year. Educators who have participated with the LTS in previous years shall receive a note of greeting before the start of the fall term, as well as a note of appreciation following the end of the public school year. Initial contact with new educators within the province shall be attempted throughout the year.
5. Volunteer management shall be at the discretion of the coordinator(s). Recruitment, training, ongoing contact and appreciation are expected on a continuous basis.
6. A Science with Impact® training workshop shall be offered once a semester, or more often if necessary. A training workshop will follow the outline as given by the National Office and presented by the site coordinator(s). This workshop will serve to assist with hands-on science activity creation, as well as to offer an environment in which to

practice the delivery of such activities in order to enhance the appreciation and understanding of science outreach for incoming volunteers to the LTS.

7. Activity Kits may be acquired by the coordinator(s) from the National Office to assist in science activity delivery. Activity Kits shall be returned immediately upon request from the National Office.
8. The current coordinator(s) shall interview candidates to fill the next coordinator position(s) for the following school year. Potential candidates shall be recommended to the National Office for approval to hire.
9. An annual site stipend report shall be written by the coordinator(s) that will review the yearly expenditures and submitted to the National Office prior to the start of the following school year.
10. At least one LTS conference, either the regional or the national conference, shall be attended by the coordinator(s). All expenses will be reimbursed by the National Office.
11. A coordinator stipend may be requested by the coordinator via a Graduate Service Fellowship through the U of S College of Graduate Studies and Research.

VI. Organization Policies

1. All currently enrolled undergraduates and graduates at the UofS may join the LTS, regardless of discipline.
2. Volunteers with Science with Impact® training may participate in any activities or events.
3. Volunteers shall submit expense claims with itemized receipts to the coordinator(s) within three weeks of the expenditure(s) or experience significant delay in the reimbursement process.



AUG 30 2019

**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	Samadhi Meditation Students' Club
Number of members in your Social Club	15 to 20
List of your Social Club Executives (their positions and email addresses)	1. President - Jesus Corona-Gomez - jec489@usask.ca 2. VP Finance and Operations- Mabiana Camargo - c.mabiana@gmail.com 3.VP Communications - Chris Marsh - cjmmarsh@hotmail.com 4. VP Events - Danusha Rajapaksa - danusha.r@usask.ca
Name of the Bank	BMO Bank of Montreal
Proportion of graduate students in your Social Club.	90% graduate students
Proportion of non-graduate students in your Social Club.	10% undergraduate students

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Jesus Corona-Gomez

August 30, 2019

Samadhi Meditation Students' Club

Constitution

The goal of the various meditative techniques practiced (breathing, lovingkindness, and others) is to increase mindfulness, concentration, and peace of mind for the betterment of the graduate community. The cultivation of the mind is good not only for the improvement of mental health, but for a clarified perception of the self and the world around us. Altogether, this will help to reduce school-related stress and anxiety, allowing for greater productivity and ultimately success in our university endeavors.

Article 1. There is no membership fee or charge to participate in the events and sessions organized by Samadhi Meditation Students' Club.

Article 2. The majority of its total membership must be graduate students.

Article 3. The Samadhi Meditation Students' Club must exist for the benefit of the graduate community only.

Article 4. The Samadhi Meditation Students' Club must not pursue any financial betterment of its members.

Article 5. The Samadhi Meditation Students' Club must not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council.

Article 6. The Samadhi Meditation Students' Club must not exist for the purpose of discrimination or harassment of any group.

Article 7. The Samadhi Meditation Students' Club must use any money fundraised or garnered for the objectives outlined in the constitution of social club.

Article 8. The Samadhi Meditation Students' Club must elect its Executives in a democratic fashion.

Article 9. The Samadhi Meditation Students' Club must hold public meetings for the benefit of all the graduate community.

Article 10. The Samadhi Meditation Students' Club must make its meeting minutes and governing documents public to its membership and the GSA.

AUG 13 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

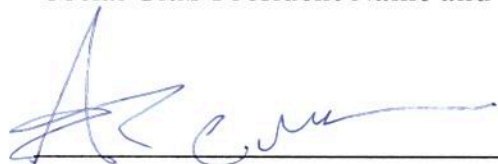
Name of your Social Club	Tox on Tap
Number of members in your Social Club	6
List of your Social Club Executives (their positions and email addresses)	1. Alana Weber (Coordinator)- alana.weber@usask.ca 2. Andrea Wade (Coordinator)- andrea.wade@usask.ca 3. Hamzat Fajana (Executive)- hamzat.fajana@usask.ca 4. Maira Peixoto Mendes (Executive)- maira.mendes@usask.ca 5. Bright Boamah (Executive)- bbb621@usask.ca 6. Jensen Cherewyk (Executive)- jec990@usask.ca
Name of the Bank	Affinity Credit Union
Proportion of graduate students in your Social Club.	100%
Proportion of non-graduate students in your Social Club.	0%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date



August 8, 2019

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;
6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA Vice-President Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Constitution for “Tox on Tap”

Article 1 – Name

1.1 The official names of the association shall be “TOX ON TAP” or “ToT”. No other name shall be used in the advertisement or representation of the association.

1.1.1 Throughout this Constitution, the “TOX ON TAP” shall be referred to as “association”

Article 2 – Purpose of the Association

2.1 To promote lively events, open to everyone, to bring the public and scientific community together in an informal setting to discuss relevant toxicology related issues.

2.2 To encourage conversation, debate, interaction, and dialogue between the speaker (i.e. scientist or specialists) and the public.

2.3 To demystify scientific research for the general public.

2.4 To empower non-scientists to more comfortably and accurately assess science and technology issues, particularly those that stem from toxicological impacts in the environment.

Article 3 - Membership

3.1 Membership is open to everyone who has a genuine interest in the purpose of the association.

3.2 Membership shall be free.

3.3 Only members of the GSA (current students) are eligible to hold voting privileges in the organization.

3.4 Associate non-voting members shall be allowed.

3.5 Membership with the “ToT” is valid from September 1st until August 31st of the subsequent year.

3.6 Memberships will be automatically renewed every September 1st of each year.

3.7 The Executive has the right to expel a member if such member is found to have engaged in gross misconduct which could compromise the moral integrity of the “ToT.”

3.8 If necessary, a member may request, in writing, his/her membership to be cancelled without previous notice or explanation.

Article 4 – Executive

4.1 The Executive Committee shall consist of:

- a) Coordinator (s)
- b) Executive (s)

In the event that the organization is without an executive, the duties of the executive will be assumed by the coordinators.

Article 5 – Duties of the Executive

5.1 Coordinator

- a) oversees the other members of the Executive Committee in their duties;
- b) chairs all meetings;
- c) has co-signing authority for the association's banking account;
- d) is responsible for all financial dealings of the club; and,
- e) represents the executive council at faculty meetings.

5.2 Executive

- a) keeps complete record of all financial transactions; and,
- b) is responsible for developing and maintaining contact with businesses and other groups which the association desires to interact with so as to accomplish one or all of the objectives of the association.

Article 6 – Finances

6.1 The finances of the organization must be handled exclusively by the organization and kept separate from any other group.

6.2 Any surplus resulting from the yearly operation of the group should be transferred to reserve for future use and no part of the surplus shall be payable to any member.

6.3 In the event of the dissolution of the group, all surplus and assets should be transferred to a similar group with the same membership and purpose.

Article 7 – Meetings

7.1 At least three (3) general meetings shall be held during the academic year, including the Annual General Meeting.

7.2 Members must be informed of each meeting at least seven (7) days in advance.

7.3 All meetings – including the AGM – will take place despite the number of attending members and every decision taken during meetings will be final.

7.4 Executive decisions shall not be autocratic. If there is any opposition to a decision from the Executive Committee, the decision must be taken to a vote.

7.5 Quorum shall consist of fifty percent (50%) plus one of the voting members.

Article 8 - Election of the Executive

8.1 Executive members must be graduate students enrolled in the University of Saskatchewan.

8.2 Executive member positions must be advertised before August of each year.

8.3 The Executive Committee of the association must be elected by secret ballot or acclamation, during the AGM, by a majority vote (50% plus 1 vote).

Article 9 – Amendments

9.1 Amendments to the constitution shall be made at the Annual General Meeting.

9.2 Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

Article 10 – Impeachment

10.1 A motion to remove a member of the association must be signed by at least five percent (5%) of the regular members of the association.

10.2 The motion shall be presented in writing at a regular meeting of the club where it shall be inscribed on the agenda of the next regular meeting of the association, whereupon the potentially impeached individual will be given the right to defend his/her actions.

10.3 A quorum of one half (1/2) of the voting members of the association is required to consider a motion to remove a member of the association.

10.4 A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the association and any responsibilities or privileges associated with such.

Article 11 – Agency

11.1 The association is not an agent of the GSA and the association's views and actions do not represent those of the GSA.

AUG 30 2019



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	University of Saskatchewan-Women in Chemistry
Number of members in your Social Club	11
List of your Social Club Executives (their positions and email addresses)	1. Elaheh Khozeimeh Sarbisheh, Co-Chair, elaheh.khozeimeh@usask.ca 2. Josseline Ramos Figueroa, Co-Chair, jsr303@usask.ca 3. Whitney Shannon, VP Graduate and Postdoc, wes728@usask.ca 4. Kelly Christopher, VP Undergraduate, kmc438@usask.ca 5. Morallba Dominguez Garcia, Treasurer, mod473@usask.ca 6. Hillary Mehlhorn, Secretary, hhm578@usask.ca 7. Media relations coordinators: Emerita Mendoza Rengifo, emm698@usask.ca Una Goncin, unagoncin@gmail.com Jeveria Rehman, jer454@usask.ca 8. Members at large: Annastacia Stubbs, ans646@usask.ca
Name of the Bank	Royal Bank of Canada
Proportion of graduate students in your Social Club.	80% Graduate, 10% Postdoc, 10% Undergraduate
Proportion of non-graduate students in your Social Club.	10 % to 20% with Postdocs

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Elaheh khozeimeh Sarbisheh, PhD

Josseline Ramos Figueroa, BSc.

Date

August 30, 2019

August 30, 2019

CONSTITUTION OF THE UNIVERSITY OF SASKATCHEWAN WOMEN IN CHEMISTRY

ARTICLE I: Name of the Organization

The name of this organization will be the "University of Saskatchewan-Women in Chemistry", also known as USask-WIC.

ARTICLE II: Statement of Purpose

USask-WIC strives to promote gender diversity within the chemistry community through awareness, engagement and advocacy. Our goals include:

- (1) initiating open discussion concerning the gender disparity in STEM (science, technology, engineering, mathematics) fields;
- (2) showcasing strong role models for women in our lectureship series and panel discussions;
- (3) providing career building and networking opportunities through professional development workshops, discussion groups and social events;
- (4) promoting STEM fields to young women and girls through outreach events;
- (5) increasing the pool of resources, encourage support and promote advocacy for women and gender minorities;
- (6) fostering a collaborative environment, involving undergraduate students, graduate students, postdocs, staff and faculty with the common goal of supporting women and gender minorities; and
- (7) planning and hosting events that will facilitate the aforementioned goals of the club, and provide a positive experience for all the members.

ARTICLE III: Membership

All current and past undergraduate and graduate students and post-doctoral fellows affiliated with a university in Saskatoon are eligible for USask-WIC membership regardless of gender, disability, race, creed, and/or sexual preference. Voting upon issues will be limited to members that have attended at least five (5) meetings over the course of the academic year. All events organized by USask-WIC are open to the general public.

ARTICLE IV: Executive committee

Section A. Titles and Responsibilities

Chair: To be inaugurated as the Chair, the elected candidate must have been a USask-WIC member for at least one (1) academic year. The Chair will:

- (1) act as a liaison between USask-WIC and other organizations (communicates with Departmental or University executive figures on behalf of the club);
- (2) set the agenda for meetings and lead them;
- (3) manage the usask email account for USask-WIC;
- (4) assist other officers in the event that they cannot fulfill their responsibilities;
- (5) assist the Treasurer in securing funding for the next academic year; and
- (6) act as co-signing authorities, alongside the Treasurer, for the approval and issuing of bank cheques.

Vice-President Graduate and Postdoc: To be inaugurated as the Vice-President Graduate and Postdoc, the elected candidate must have been a USask-WIC member for at least one (1) academic year. The Vice-President Graduate and Postdoc will:

- (1) be a student enrolled in graduate studies at the University of Saskatchewan, and a member of the GSA or a postdoc with an official contract with the University of Saskatchewan;
- (2) assist the President in his/her duties;
- (3) be responsible for recruitment and retention activities in regards to graduate students and postdocs;
- (4) act as the representative voice for graduate students and postdocs;
- (5) be responsible for maintaining the usask email account for USask-WIC; and
- (6) be responsible for maintaining a line of communication with graduate students and postdocs.

Vice-President Undergraduate: To be inaugurated as the Vice-President Undergraduate, the elected candidate must have been a USask-WIC member for at least one (1) academic year. The the Vice-President Undergraduate will:

- (1) be a student enrolled in undergraduate studies at the University of Saskatchewan and a member of the USSU;
- (2) assist the President in his/her duties;
- (3) be responsible for recruitment and retention activities in regards to undergraduate students;
- (4) act as the representative voice for undergraduate members;
- (5) be responsible for maintaining the usask email account for USask-WIC; and
- (6) be responsible for maintaining a line of communication with undergrad students.

Secretary: The Secretary will:

- (1) coordinate meeting times and arrange room bookings for meetings;
- (2) take meeting minutes;
- (3) maintain a membership list of past and current members through Google

Groups;and
(4) maintain all bookkeeping separate from finances.

Treasurer: The Treasurer will:

- (1) maintain all financial records and assets of USask-WIC, including ensuring appropriate use of funds;
- (2) head all grant applications and fundraising efforts; and
- (3) assist and approve any event or meeting where funds are being expended.

Events Coordinator: The Events Coordinator will plan and coordinate all non-seminar events. They will:

- (1) organize the social aspect of seminars including refreshments and food;
- (2) advertise for all internal and external events, including creating and posting promotional flyers around the chemistry Department at the University of Saskatchewan;
- (3) take photographs at those events, alongside the Social Media Representative; and
- (4) coordinate outreach events with the Chemistry Department at the University of Saskatchewan and with other institutions, organizations, and/or academic partners.

Seminar Series Coordinator: The Seminar Series Coordinator will be in charge of coordinating all USask-WIC seminars and lectures. They will:

- (1) survey members for possible speakers and seminar topics;
- (2) contact speakers and make arrangements for their visit, including room reservations, alongside the Secretary;
- (3) provide the Chemistry Graduate office with the appropriate information (seminar date, time, location and abstract) for advertisement purposes; and
- (4) organize accommodations for invited guests, alongside the Treasurer.

Media Relations Coordinator: One (1) or two (2) executive members will be in charge of managing USask-WIC's online presence. The Media Relations Coordinator(s) will:

- (1) update USask-WIC's social media profiles (including Facebook, Twitter, and Instagram) on a regular basis and ensure visibility of the group online;
- (2) organize the Women of Influence series schedule;
- (3) create advertisements (on social media and website) and take photos for all internal and external events;
- (4) manage the layout, graphics and general formatting of the USask-WIC website in a timely manner.

Executive(s) at Large: Members who have attended at least five (5) meetings in an academic year are eligible to run for the position of Executive at Large. They will be responsible for carrying out various tasks within USask-WIC's mission.

Section B. Election and Removal Process

Elections will be held for all executive positions at the end of the spring semester, orchestrated by a Chief Returning Officer (CRO). Mid-term elections may be held as needed (see Section C) to fill vacant positions. At least one meeting before an election, the CRO will describe the responsibilities of the available executive position(s) and interested members will then declare if they intend to seek office. These members will prepare a short oral statement to be delivered at the election meeting. The voting members will review the statements over a period of discussion in which the interested member is not present, and then vote by secret ballot. The elected officer will be the member that receives a majority of the votes. If no member receives a majority of the votes, the member receiving the fewest number of votes will be removed from consideration and the voting will be repeated. If a vote is held between only two candidates and the vote results in a tie, a further period of discussion will be held and the voting will be repeated. In the event that the tie is still not broken, the CRO may vote to break the tie.

Section C. Length of Term

Officers will serve for one (1) academic year (summer semester through elections in the spring semester). If the availability or willingness of an executive member to serve changes at any time, the executive member may request to be replaced. If an executive member fails to perform his or her duties to the satisfaction of the membership, he or she may be asked to resign the position contingent upon a majority vote by the membership.

ARTICLE V: Amendments

In the event that an amendment to this Constitution is necessary, a member of the organization must propose such amendment to the membership at least one week prior to the meeting at which it will be voted upon. The amendment will be approved by a majority (2/3) vote.

ARTICLE VI – Agency

The club is not an agent of the GSA or USSU and the club's views and actions do not represent those of the GSA or USSU.



SEP 27 2019

**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

Name of your Social Club	Nigerian Students' Association
Number of members in your Social Club	100-300
List of your Social Club Executives (their positions and email addresses)	<p>1. ADEFOLARIN AFE – Daniel4afe@yahoo.com (President)</p> <p>2. AKANIMOH EKWERE – Ekwereakan@gmail.com (VP Finance & Vice-President)</p> <p>3. DENISE DAMIFIBERESIMA – Denise.damifiberesima@gmail.com (VP social welfare)</p> <p>4. JOSPHINE NGOBS JOHNSON – Josephinej1994@gmail.com (Graduate student Rep)</p>
Name of the Bank	ROYAL BANK OF CANADA
Proportion of graduate students in your Social Club.	<p>Olukayode Jegede ooj692@mail.usask.ca ooj692</p> <p>Bassey bassey.bassey@usask.ca beb074</p> <p>Kiemute Oyibo kiemute.oyibo1@gmail.com kso544</p> <p>Hakeem Shokoya hos013@mail.usask.ca hos013</p> <p>Paul Daniyan paul.daniyan@usask.ca pad878</p> <p>ELEMUREN RAHEEM raheem.elemuren@usask.ca rae626</p> <p>Dotun John Oladimeji dotun.john@usask.ca djo764</p> <p>Ericmoore Elijah Jossou ericmoore.jossou@usask.ca eej452</p> <p>Ifeoma Adaji ita811@mail.usask.ca ita811</p> <p>Arinze Ezeonyeka aae309@mail.usask.ca aae309</p> <p>Kazeem O. Sulaiman kos683@mail.usask.ca kos683</p> <p>Olamide Anne Oriola mideoriola@gmail.com oao262</p>
Proportion of non-graduate students in your Social Club.	<p>Damilola-Oluwa Adeniyi, daa243@mail.usask.ca, DAA243</p> <p>Mide Osiyale, iao178@mail.usask.ca, IAO178</p> <p>Blessing Okeke, bco669@mail.usask.ca , BCO669</p> <p>Akeem Yusuf, aay309@mail.usask.ca, AAY309</p>

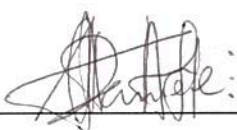
	Afe James, aja571@mail.usask.ca , AJA571 Moses Aligbe aligbem@gmail.com mag012 Oluwasubomi Adefila subomiadefila@gmail.com foa648 Kehinde kehinde kak893@mail.usask.ca kak893 Simon David sgd074@mail.usask.ca sgd074 Olashubomi Shoyemi oks659@mail.usask.ca oks659 Emmanuel Ogunsakin eao367@mail.usask.ca eao367 Chidiebere Arum cia150@mail.usask.ca cia150
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*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

Daniel Afe 

September 20th, 2019

Important notes:

Requirements to ratify a Social Club under the GSA:

1. Have a majority of its total membership that are GSA members;
2. Have members from more than one GSA Council;
3. Reapply for social group status each academic year;
4. Exist for the betterment of its members;
5. Not exist for the financial betterment of its members;

6. Not restrict membership on the basis of sex, race, gender identity, sexual orientation, unless approved by the GSA Council;
7. Not exist for the purpose of discrimination or harassment of any group;
8. Use membership fees and money garnered for the objectives outlined in the constitution of social club;
9. Elect its membership in a democratic fashion;
10. Hold public meetings;
11. Make its meeting minutes and governing documents public to its membership and the GSA;
12. The above form and all attachments must be submitted or mailed to the GSA main office:

Attention: GSA VP Student Affairs

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

**University of Saskatchewan
Nigerian Students' Association**

NSA

**Nigerian Students' Association
Constitution**

1. Name

- 1.1. The name of the organization shall be “University of Saskatchewan Nigerian Students' Association”, hereinafter referred as the Association.
- 1.2. The abbreviation of the name of the Association shall be “NSA”.

2. Definitions

- 2.1. The following definitions shall be used in the NSA Constitution:
 - 2.1.1. Constitution - The Constitution of the Association.
 - 2.1.2. Executive - The committee of which is comprised of the President, Vice-President Academic Affairs, Vice-President Welfare, Vice-President Communication, and Vice-President Finance.
 - 2.1.3. Standing Committee - The committee constituted to assist the executive committee.
 - 2.1.4. Members or Membership - The members of the Association.
 - 2.1.5. University - The University of Saskatchewan.
 - 2.1.6. Majority vote - Highest number of members votes cast.
 - 2.1.7. Advisory Committee - A committee of members charged with the functions as stated in Section 7 of this Constitution.
 - 2.1.8. Patrons - All University of Saskatchewan Faculty of Nigerian Origin

3. Purpose

- 3.1. The purpose of the Association shall be:
 - 3.1.1. To be the recognized representative body of its members to the University administration and external community;
 - 3.1.2. To represent and promote the interest and welfare of Nigerian students at the University.
 - 3.1.3. To promote community spirit and a sense of togetherness among Nigerian students.

4. Membership

- 4.1. Members
 - 4.1.1. There shall be for the Association two classes of membership: Regular Members and Honorary Lifetime Members.
 - 4.1.2. An individual shall be a Regular member if
 - i. *The individual is a Nigerian and a registered student (Graduate or Undergraduate) at the University*
 - ii. *The individual is a Nigerian and a post-doctoral fellow at the University*

4.1.3. An individual shall be an Honorary Lifetime Member if

- i. The individual has been a regular member of the Association and an alumnus of the University.*

4.2. Rights, Privileges, and Obligations

4.2.1. The rights and privileges of Regular Members shall be:

- i. To vote in all Association Elections, By-elections and Referenda.*
- ii. To hold offices within the Association.*
- iii. To attend meetings of the Association*
- iv. To move or second motions at such meetings*
- v. To speak for or against motions at such meetings*
- vi. To vote in Annual General Meetings or Special General Meetings*
- vii. To access any services provided by the Association*
- viii. To gain admission to and/or actively participate in any Association sponsored event and/or program subject to the restrictions of that particular event and/or program.*

5. Executive Committee

5.1. The Executive Committee is a subcommittee of the Association.

5.2. The Executive shall be responsible for the day to day activities of the Association, as specified by the constitution of the Association.

5.2.1 All Executive members with the exception of the President can only serve as an Executive member for a maximum of two terms (two academic years) if duly elected.

5.3. The Executive shall be comprised of:

5.3.1. President

5.3.1.1 The President shall serve for only one term (one academic year).

5.3.1.2 A member that has served as a President cannot contest for any executive position again.

5.3.2. Vice-President Academic Affairs

5.3.3. Vice-President Welfare

5.3.4. Vice-President Communications

5.3.5. Vice-President Finance

5.4. The Executive shall be elected in a general election of the Membership to be held before the end of the current Executive's term.

5.5. The term for the Executive shall be from May 1 to April 30 of the next year.

5.6. The Executive Committee shall at all time comprise of

- i. Both the undergraduate students and graduate students for due representation.*
- ii. In the absence of any undergraduate student in the executive committee, the advisory committee shall be headed by an undergraduate student for due representation.*
- iii. In the absence of any graduate student in the executive committee, the advisory committee shall be headed by a graduate student for due representation.*
- iv. In the case where both the undergraduate and graduate students are duly represented in the executive committee, the advisory committee shall be headed by a graduate student.*

5.7. All Executive committee members shall

- i. Have equal power*
- ii. Make decisions at a joint meeting of the executive members*
- iii. Accept any decision made if at least four (4) of the executive members agree on it*

6. Functions of the Executive Committee

6.1. The President

6.1.1. The functions of the President shall be to

- i. Provide leadership and plan with other executive members to coordinate the association.*
- ii. Call executive/general meetings and preside over such meetings*
- iii. Represent or appoint any executive member to represent the Association at any university or external meeting/event*
- iv. Have a co-signing authority for the Association*

6.2. Vice-President Academic Affairs

6.2.1. The Functions of the Vice-President Academic Affairs shall be to

- i. Assist the president to coordinate the association, plan and execute programmes*
- ii. Take the role of the president in acting capacity when the president is not available*
- iii. The role of the president specified in 6.2.1. ii. shall not include co-signing authority to the Association bank accounts*
- iv. Provide information to members of the Association regarding academic issues*
- v. Sit on the academic/ professional development committee*
- vi. Plan and execute academic programmes*

6.3. Vice-President Welfare

6.3.1. The Functions of the Vice-President Welfare shall be to

- i. Organize social events*
- ii. Initiate, solicit ideas, and organize social events*
- iii. Sit on the social/welfare committee*
- iv. See about well-being and welfare issues of all Nigerian students*

6.4. Vice-President Communications

6.4.1. The Functions of the Vice-President Communication shall be to

- i. Take charge of the Associations secretariat-secretary of the Association*
- ii. Collect and disseminate information related to NSA to all Nigerian graduate students*
- iii. Create and post posters for various events.*
- iv. Set up and maintain the NSA website and social media presence*
- v. Produce a periodic newsletter*
- vi. Take, keep and circulate minutes at all NSA meetings*
- vii. Have a co-signing authority to the Association's bank accounts*

6.5. Vice-President Finance

6.5.1. The Functions of the Vice-President Finance shall be to

- i. Take charge of the Association's treasury-treasurer of the Association*
- ii. Keep the books and render quarter accounts*
- iii. Sit on the fund-raising committee*
- iv. Initiate, solicit ideas, and organize fund raising events*
- v. Coordinate all financial dealings of the Association*
- vi. Keep complete record of all financial transactions*
- vii. Have a co-signing authority to the Association's bank accounts*

7. The Advisory Committee

7.1. Members of the Advisory Committee

- i. Not be more than five members*
- ii. Shall comprise of regular members of the Association that have volunteered to be in the committee*
- iii. Regular members that have volunteered to be in the committee shall be screened by the outgoing Advisory Committee Members*

7.2. The Functions of the Advisory Committee shall be to

- i. Advise the executive committee from time to time*
- ii. Check the activities of the executive committee members*
- iii. Meet with the Executive committee at least once in a term*
- iv. Call for a joint meeting with the Executive Committee at any time if need be*
- v. Call a general meeting if matters remain unresolved thereafter several meetings (at least 3 meetings) with the executive committee after a due consultation with the Patrons and the Manager (or designate) of International Student and Study Abroad Centre (ISSAC)*

8. Elections

- 8.1.** The election period shall be from the first week of March to the first week of April.
- 8.2.** The elections of the Executive members shall be held during the month of April, at the end of the campaign period, for the following academic year.
- 8.3.** There shall be a two-week nomination period
- 8.4.** There shall be a two-week campaign period starting from the end of the nomination period
- 8.5.** Election shall be won by majority vote
- 8.6.** All elections shall be held online with the assistance of ISSAC
- 8.7.** If after an election there still exist a vacant position, there shall be a call for election to fill such position

9. Voting

- 9.1 Voting shall be by secret ballot via online
- 9.2 Expelled members have no voting rights
- 9.3 Honorary Lifetime members are not eligible to vote

10. Expulsion of Executive Members:

- 10.1.** There shall be opportunity for voluntary withdrawal for any member of the executive committee
- 10.2.** The expulsion of any member of the executive committee shall be handled by the advisory committee
- 10.3.** There shall be a general meeting called specifically for such purpose

- 10.4.** A meeting for the expulsion of an executive member shall be called by the advisory committee and such meeting must be supported by the Patrons and the Manager (or Designate) of ISSAC
- 10.5.** An executive committee member shall be expelled if a 2/3 majority of the Association members present at such a general meeting agreed to do so
- 10.6.** Any executive member to be expelled shall be given an opportunity for fair hearing

11. Meetings of the Association

- 11.1.** There shall be general meeting at least once in a term
- 11.2.** There shall be executive meetings at least twice in a term
- 11.3.** The procedure for calling a general meeting shall be through email announcement through ISSAC
- 11.4.** Decision at a general meeting shall be made if 2/3 majority of the members present at such a meeting agreed on such decision
- 11.5.** The format of general meeting shall follow Robert's Rules of Order

12. Constitution Amendments provisions

- 12.1.** Any NSA member may propose for amendment of the Association constitution
- 12.2.** There shall be a Constitution Amendment Committee set up by the Executive Committee to handle such task
- 12.3.** The Constitution shall be amended at a general meeting after due deliberation
- 12.4.** A 2/3 majority of the member present at such meeting shall agree on the Amendment
- 12.5.** The amended constitution shall be bidding on all members of the Association

13. Funding

Funding shall be through donations and programme specific fundraising from legitimate sources within and outside the University of Saskatchewan.

14. Finance

- 14.1.** The Vice-president finance shall maintain the bank account
- 14.2.** The President, the Vice-President Finance and the Vice-President Communication shall have a co-signing authority to the bank account

14.3. There shall be a financial statement at least once in a term, ratified by the Executive Committee and made available to all members

15. Standing Committees

15.1. There shall be the following standing committee constituted for the association by the executive members

- i. Fund-raising Committee
- ii. Academic/ Professional Development Committee
- iii. Social/Welfare Committee

NOTE: This constitution is written based on the format as recommended by the University of Saskatchewan Student's Union (USSU) and that of the University of Saskatchewan Graduate Student's Association (GSA)



**University of Saskatchewan Graduate Students' Association
Social Club Registration form**

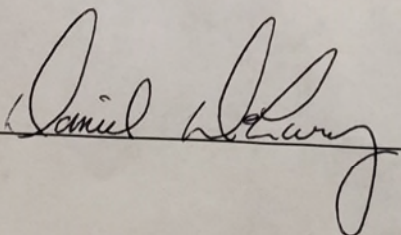
Name of your Social Club	Satellite Rotary Club
Number of members in your Social Club	Click or tap here to enter text. 10
List of your Social Club Executives (their positions and email addresses)	1. Daniel deLury drd129@mail.usask.ca 2. Juliana Tenkorang : jut 655@mail.usask.ca
Name of the Bank	CONEXUS CREDIT UNION
Proportion of graduate students in your Social Club.	98%
Proportion of non-graduate students in your Social Club.	10%

*****Please attach a void cheque as well as the constitution of your Social Club to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Social Club must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

Social Club President Name and Signature

Date

 Sept 20 / 2019

U of S HELP (ROTARY) CLUB

A satellite club of the Saskatoon Rotary Club



CONSTITUTION

Article 1 – Name

The name of the club is **UNIVERSITY OF SASKATCHEWAN HELP CLUB**

1.The registered office of the Company shall be situated at University of Saskatchewan.

2.The **UNIVERSITY OF SASKATCHEWAN HELP CLUB** is a non-governmental, non- partisan and not-for-profit making organization established under and mentored by Saskatoon Rotary Club.

3.The objects for which the CLUB is established are as follows: -

I. The main objectives:

The main objective of **UNIVERSITY OF SASKATCHEWAN HELP CLUB** is to further the cause of community support. As students, neighbours, friends and problem solvers we take action in creating long lasting change. Together we take action in promoting the living condition of the Students and Community around us.

2. Specific Objectives:

a) To serve and promote the goals of the Saskatoon Rotary club and International Rotary in general;

b) To facilitate, promote and strengthen cooperation among club members in pursuit of the principles of the club effectively in collaboration with relevant partners;

c)To coordinate with relevant governmental, inter-governmental, non-governmental and community organizations in matters related to the Club's mission and vision;

d)To develop a value-based education and awareness raising training program for its club members and other like-minded partners;

e) To establish effective and efficient network among club members, community, partner living in saskatoon or within Canada.

f) To organize meetings and events at University and in the community with the purpose of promoting the mission and values of the club;

g) To generally promote the interests of its members and to do all such lawful things as may appear to promote directly or indirectly the interests of club members in relation to all matters affecting students and saskatoon community in general;

Article 2 – Club Mandate

The club's mandate will be as follows:

(1) Mission: The Fun Club exists to provide exciting and unique opportunities for group student enjoyment, and community building. The Fun Club will strive to bring students together from diverse backgrounds, and to unite them under the common objective of having fun.

(2) Strategy: The Fun Club will hold unconventional social events that are tailored to thrill seeking students, and which result in unique and memorable experiences.

(3) Vision: to create community and network amongst students that will be problem solvers of student and community problem, through various activities.

Article 3 – Membership

2. Membership is open to any student interested in finding solutions to the student's problem and community at large. To support saskatoon Rotary club in achieving its goal in bringing sustainable change to the society. The minimum number of club members two, but the General meeting may from time to time register an increase of members.

3.The General Meeting shall have the power to expel or remove any member for violation of these constitution provided that the member involved is given rights to defend himself.

4.The Directors may for good and sufficient reason, suspend the membership of any member organization provided that such suspension shall be subject to an appeal to the next Annual General Meeting or to an Extraordinary General Meeting.

(2) Any non-student members, including university staff, do not have voting rights; Each club member shall abide by the conflict of interest provisions written in the Clubs Policy: Club Operating Policies.

Article 4 – Executive & Executive Responsibilities

There shall be an Executive Committee. Which shall be composed of, the President, Vice president, secretary and treasury

- a. The job of the president is to oversee other members in fulfilling their responsibilities. Chair all the meetings and have signing authority for the club. The president shall assign an executive with any responsibilities vested in him.
- b. The Secretary shall be responsible with recording votes and minutes of all the meetings and give all notice of the meeting.
- c. The VP Events shall be responsible for all club programs, organize club activities and events in accordance with its rules and objective of the club's Constitution's. Be responsible for preparing and submitting event proposals through saskatoon Rotary club or any partner that would be contacted after doing consultation with saskatoon Rotary Club.
- d. The VP Finance shall be responsible Oversee all financial dealings of the club;
ii. Keep complete records of all financial dealings of the club; and, iii. Have USC Finance Office signing authority for the club.
- e. The VP Community shall be responsible with relationship development between the members, other groups, University of Saskatchewan, partner and the general community. Research and organise event ideas being run by diverse groups.

Article 5 – Meetings

- (1) The club's quorum for meetings shall be thirty (30) percent of the total membership.
- (2) At least three (3) general meetings shall be held during each school year, including the Annual General Meeting.
- (3) At least one general meeting will be held in February, for which the sole purpose shall be to review The Fun Club's constitution and discuss long term goals and objectives for the club.

Article 6 – Elections

- (1) Elections shall be carried out in accordance with the executive election provisions in Clubs Policy: General Club Procedures.

(2) A successful candidate in a club Executive election will be declared by a simple majority.

Article 7 – Amendments

(1) Any amendments to this constitution must be made in accordance with the constitution amendment provisions in Clubs Policy: General Club Procedures.

(2) Any proposed amendments will be emailed to the club's membership at least one week before they are to be discussed at a general meeting.

Article 8 – Member Removal

(1) Club members may only be removed from the membership in accordance with the member removal provisions of Clubs Policy: General Club Procedures.

Article 9 – Conflict Resolution

A club shall try its best efforts in resolving any conflict amicably. If fails club may only seek assistance or guidance from the Saskatoon Rotary Clubs Governance Commissioner on any issue after the member has been unable to resolve an issue with the executive members.

Article 11 – Agency Clause

The U of S help Club is a satellite club of Saskatoon Rotary club. In no case has it become an agent of the University Students' Association of the University of Saskatchewan (the "U of S"), and its views and actions do not represent those of the U of S.

The U of S help Club and its members are not permitted to sign contracts on behalf of the club.

Article 12 – Committees

There shall be social committees that will exercise its mandate in achieving the club's objectives. Its mandate shall include but not be limited to develop ideas for club social events that increase network among the student and community and to assist in the execution of such events.

b. The Social Committee shall have the minimum of two members and maximum of 10 members. committee members shall be enrolled through open application organized by vice president.

SEP 24 2019



**University of Saskatchewan Graduate Students' Association
Academic Council Registration form**

Name of your Academic Council	Plant Sciences Graduate Student Association
Department / College	Plant Sciences
Number of members in your Academic Council	10
List of your Academic Council Executives (their positions and email addresses)	1. President: Berenice Romero (berenice.romero@usask.ca) 2. Vice-President: Ana Vargas Palacios (a.vargas@usask.ca) 3. Secretary: Zelalem Mengiste Taye (zmt059@usask.ca) 4. Treasurer: Maria Oviedo-Ludena (mao722@usask.ca) 5. Social Coordinator: Amanda Fedorchuk (amanda.fedorchuk@usask.ca) 6. Social Coordinator: Olakorede Kanmi-Obembe (olk078@usask.ca) 7. Social Coordinator: Mengying Liu (alex.liumengying@gifs.ca) 8. GSA Representative: Asanka Godakanda (asanka.godakanda@usask.ca) 9. Faculty Liaison: Matthew Wengler (mrw750@usask.ca) 10. Industry Liaison: Surendra Bhattarai (Surendra.bhattarai@usask.ca)
Name of the Bank	Affinity Credit Union (2201 8 St E, Saskatoon, SK S7H 0V2)
GSA Councillor (Name – Email – Phone number – NSID)	Asanka Godakanda asanka.godaganka@usask.ca 3062611436 arg645
Alternate GSA Councillor (Name – Email – Phone number – NSID)	Berenice Romero berenice.romero@usask.ca 306-227-8702 ber546

*****Please attach a void cheque as well as the constitution of your Academic Council to this application*****

By signing, I agree that the above information is correct. I also agree that any cheque issued to the Academic Council must be deposited within six months of the cheque being issued and that stale-dated cheques will not be replaced.

**Academic Council President Name and
Signature**

Date


Important notes:

September 20th, 2019

1. The Academic Council constitution and a void cheque must be attached to the above form.
2. All Academic Council representatives are expected to attend monthly meetings on a regular basis (alternates fill in when necessary). Attendance records are kept and it is very important that you are signed in at each meeting. Please bring your student ID card to each meeting for attendance verification. Representatives unable to attend and who do not have alternates must send their regrets to the GSA Council Chair.
3. The Voting Councillor Allocation for an Academic Council will be based on the most recent University census. Voting Councillor Allocation for each Academic Council will be:
 - a. One (1) for an Academic Council containing less than one hundred (100) Regular Members.
 - b. Two (2) for an Academic Council containing one hundred (100) or more Regular Members.
4. Academic Councils must be re-ratified each academic year and may submit ratification forms beginning in September.
5. This form and all must be submitted or mailed to the GSA main office:

Attention: GSA VP Finance and Operations

1337 College Dr, Saskatoon, SK, S7N 0W6

Monday-Friday 9:00 AM – 7:30 PM

Constitution for Plant Sciences Graduate Students Association

Article 1 – Name

- 1.1 The official name of the club shall be PLANT SCIENCES GRADUATE STUDENTS' ASSOCIATION. No other name shall be used in the advertisement or representation of the club.

Article 2 – Purpose of the Club

- 2.1 To support and foster relations between plant sciences graduate students.
- 2.2 To liaise with the University of Saskatchewan and other plant science (or related science) graduate student bodies from other universities.
- 2.3 To organize the International Plant Science Students' Symposium when hosted in Saskatoon and to organize student involvement when hosted abroad.

Article 3 - Membership

- 3.1 Membership is open to graduate students within the Department of Plant Sciences at the University of Saskatchewan.

Article 4 – Election of the Executive

- 4.1 Executive members must be graduate students enrolled in the Department of Plant Sciences.
- 4.2 Executive member positions must be advertised in the first term of every academic year and executive members must be elected by secret ballot or acclamation, or appointed before October 15th.

Article 5 – Executive

- 5.1 The Executive Committee shall consist of:
 - a) President
 - b) Vice-President
 - c) Treasurer
 - d) Secretary
 - e) GSA representative(s)
 - f) Social Coordinator (s)
 - g) Computer Systems Management Specialist/ Industry Liaison
 - h) Council members

Article 5 – Duties of the Executive

6.1 President

- a) oversees the other members of the Executive Committee in their duties;
- b) chairs all meetings; and,
- c) has co-signing authority for the club's banking account(s).

6.2 Vice-President

- a) assists the President in his/her duties; and,
- b) assumes all powers of the President in his/her absence.

6.3 Treasurer

- a) is responsible for all financial dealings of the club;
- b) keeps complete record of all financial transactions; and,
- c) has co-signing authority for the club's banking account(s).

6.4 Secretary

- a) responsible for the recording of the minutes of all meetings.

6.5 Faculty Liaison

- a) represents the executive council at faculty meetings.

6.6 Social Coordinators

- a) responsible for organizing Plant Science sports teams and social events.

6.7 GSA Representative(s)

- a) The Graduate Student Representatives (GSA reps) will attend University of Saskatchewan Graduate Students' Association meetings and represent the Department of Plant Sciences Graduate Students and their interests.
- b) The GSA reps will report on the meetings to the plant science executive.

6.8 Computer Systems Management Specialist / Industry Liaison

- a) maintains the Plant Sciences graduate student computer lab and the photocopy room; and
- b) sustain relations with industry for reasons related to funding, planning of socials, etc.

6.9 Council Members

- a) plan and organize events.
- b) assist executive members as needed.

Article 6 – Finances

6.1 The finances of the organization must be handled exclusively by the organization and kept separate from any other group.

6.2 Any surplus resulting from the yearly operation of the group should be transferred to reserve for future use and no part of the surplus shall be payable to any member.

6.3 In the event of the dissolution of the group, all surplus and assets should be transferred to a similar group with the same membership and purpose.

Article 7 – Meetings

7.1 At least three (3) general meetings shall be held during the academic year, including the Annual General Meeting.

7.2 Members must be informed of each meeting at least seven (7) days in advance.

7.3 Quorum shall consist of fifty percent (50%) plus one of the voting members.

Article 8 – Amendments

8.1 Amendments to the constitution shall be made at the Annual General Meeting.

8.2 Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

Article 9 – Impeachment

9.1 A motion to remove a member of the club must be signed by at least five percent (5%) of the regular members of the club.

9.2 The motion shall be presented in writing at a regular meeting of the club where it shall be inscribed on the agenda of the next regular meeting of the club, whereupon the impeached individual will be given the right to defend his/her actions.

9.3 A quorum of one half (1/2) of the voting members of the club is required to consider a motion to remove a member of the club.

9.4 A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the club and any responsibilities or privileges associated with such.

Article 10 – Agency

10.1 The club is not an agent of the USSU and the club's views and actions do not represent those of the USSU.