



Graduate Students' Association - University of Saskatchewan
 Council Meeting Agenda
 Tuesday September 22, 2020 - WebEX
 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	Approval of the minutes from August 18, 2020	3-9	<i>Decision</i>
4	Information to be received	10-14	<i>Decision</i>
	A. August 13, 2020 Executive Meeting minutes		
5	Executive reports	15-25	<i>Information</i>
	A. Report of the President		
	B. Report of the VP Finance and Operations		
	C. Report of the VP Academic and Student Affairs		
	D. Report of the VP External Affairs		
6	Committee of Council	26	<i>Decision</i>
	A. Motion to approve nomination for Elections and Referenda Committee		
7	Ratification of Social Club for 2020/2021	27-36	<i>Decision</i>
	A. Motion to ratify Bangladeshi Students' Association		
8	Election of GSA Chair and Chief Electoral Officer		<i>Decision</i>

9 Other business/Announcements

Information

10 Adjournment

Decision

Next Meeting: October 20, 2020.



University of Saskatchewan
Graduate Students' Association
Council Meeting

Tuesday, August 18, 2020. Email Meeting*

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

**Email Meeting: The August 18th, 2020 Council Meeting took place over email due to the global health pandemic of COVID-19, where the Government of Saskatchewan made directives to practice social distancing in order to curb the spread of the virus.*

1. Call to Order

All Council Members were emailed a link to the Agenda, as well as a link for voting on agenda items in order to participate over email. Councilors had 24 hours to participate from 5 PM (Tuesday, August 18th, 2020) to 5 PM (Wednesday, August 19th, 2020). The Call to Order commenced as soon as Councilors received the link. The quorum for the meeting was reached. There was no issue in maintaining quorum as all members could go through the entire agenda over the course of 24 hours at their convenience. Mr. Osei Clarke compiled the meeting minutes.

2. Approval of Agenda

The Chair, prior to the meeting, sent Councilors a request for any amendments to the agenda as circulated and provided a deadline to respond with any amendments. There were no amendments submitted.

Motion to approve the agenda. (Sun/Smith)

Carried

3. Approval of Minutes

Motion to approve the June 16th, 2020 minutes. (Sun/Smith)

Carried**4. Information to be received**

- a. June 11, 2020 Executive Meeting minutes
- b. June 25, 2020 Bursary Selection Committee minutes
- c. July 9, 2020 Executive Meeting minutes

Motion to receive agenda items 4A-C. (Sun/Smith)

Carried**5. GSA Executives Report****a. President's Report**

The report was presented to Councilors and is available in the agenda package. There were no questions for President Inam.

b. Vice President Finance & Operations Report

The report was presented to Councilors and is available in the agenda package. There were no questions for VP Ramin.

c. Vice President Student Affairs Report

The report was presented to Councilors and is available in the agenda package. There were no questions for VP Mellidez.

d. Vice President External Report

The report was presented to Councilors and is available in the agenda package. There were no questions for VP Gill.

6. Other Business/Announcements

There was a comment from a Councilor requesting further information about the following:

Q: Regarding the mental health proposal put forward by the CFS is there any significant overlap with the Post-Secondary Mental Health Standard put forward by the CSA and Mental Health Commission of Canada as this may cause dilution of both initiatives?

A: President-Thank you for your valuable input. The following answer is based on the discussion with the Canadian Federation of Students (CFS) during their last meeting that the GSA VP External attended.

As mentioned in the VP External's report, the CFS's mental health objective was to improve the state of graduate students' mental health and highlight the experience of graduate students. This project tried to fill the gap that other student organizations may not have been focusing on during this time.

The mental health toolkit is not a comprehensive tool, it's intended purpose is to initiate debate around mental health. Dr. Brooke Linder was the lead researcher of this mental health proposal for the CFS and she worked on this with the Mental Health Commission of Canada (MHCC). Dr. Linder emphasized that despite the fact that they worked with MHCC, this proposal was conducted independently and solely focused on graduate students. The team related to this proposal has been in contact with MHCC and will have the opportunity to partner with them in the future as well. This project is only focused on graduate students and student associations, not meant to cause dilution, rather it is an initiative to complement the work of other organizations such as the MHCC.

7. Adjournment

Motion to adjourn. (Sun/Smith)

Carried

Appendix A

Academic Council	Name of Councillors and (alternates)	Sep.24 2019	Oct.15 2019	Nov.5 2019	Dec.3 2019	Jan.28 2020	Feb.25 2020	Mar.17 2020	Apr.7 2020	Jun.16 2020	Aug.18 2020
Agricultural and Resources Economics (ARE) Graduate Student Association	Ran San (Valentina Ofori)	N/A	P	P	P	P	P	P	P	P	P
Animal & Poultry Science Grad Students' Assoc.	Muhammad Imran (Kiana Rieger)	P	A	P	A	A	A	A	P	A	A
ARCHAIA	Adrienne Ratuszniak (Michelle Gowan)	P	P	A	A	P	A	P	A	A	A
Biology Graduate Student Association	Rebecca Smith (Ruth Greuel) (Andrea Wishart)	N/A	P	P	P	P	P	P	P	P	P
Chemistry Course Council	Naheda Sahtout (Doug Fansher)	P	P	P	P	P	P	P	P	P	P
College of Medicine Graduate Students Society – Anatomy, Physiology & Pharmacology	Kushagra Parolia (Andrew Roebuc)	N/A	N/A	N/A	A	A	R	P	P	P	A
College of Medicine Graduate Students Society – Biochemistry, Microbiology & Immunology	Sampurna Ghosh (Megha Rohamar)	N/A	N/A	N/A	A	A	A	A	A	A	A
College of Medicine Graduate Students Society – Community Health & Epidemiology	Harini Aiyer (N/A)	N/A	N/A	N/A	A	P	A	P	A	P	A
College of Medicine Graduate Students Society – Health Sciences	Michael Zaki (N/A)	N/A	N/A	N/A	A	A	A	A	A	A	A
Computer Science Graduate Council (CSGC)	Rifat Zahan Muhammad Aminul Islam (Md. Nadim)	N/A	p	p	P	P	P	P	P	P	P

Academic Council	Name of Councillors and (alternates)	Sep.24 2019	Oct.15 2019	Nov.5 2019	Dec.3 2019	Jan.28 2020	Feb.25 2020	Mar.17 2020	Apr.7 2020	Jun.16 2020	Aug.18 2020
MBARC	Alexander Mueller (Megan MacDonald)	N/A	N/A	P	P	A	A	P	P	P	A
PEGASUS	Kimberlee Dube (Ethan Runge)	P	P	P	P	P	P	P	P	P	P
Pharmacy & Nutrition Graduate Students' Council	Janine Rover (Mujtaba Badr)	P	P	P	P	P	P	P	P	P	P
Physical Therapy Student Society (PTSS)	Julia Koop (Brandey Blahut)	P	P	P	P	P	P	P	P	P	P
Plant Sciences GSA	Asanka Godakanda (Berenice Romero)	P	P	P	P	P	P	P	P	P	P
Psychology Graduate Students' Association	Farron Wielinga (Josh Katz) (Brandon Sparks)	P	P	R	P	A	A	A	A	A	A
SENSA	Mostofa Kamal Purbasha Mistry (Layane Moura) (Anita Bhatt)	P	P	P	P	P	P	P	P	P	P
SPHSA	Aisha Sajid (Janessa Tom) (Chunbei Liu)	N/A	N/A	P	P	P	P	P	P	A	A
Sociology GSA	Connor Morrison (Cerah Dube) (Alana Demkiw)	N/A	P	P	A	P	A	A	A	P	A
Soil Science Graduate Student Association	Rachel Brockamp (Aimee Schryer)	P	P	P	P	P	P	P	A	P	P



**University of Saskatchewan - Graduate Students' Association
Executive Meeting Minutes
August 13, 2020, 3:00 PM – 5:00 PM**

Present: Humaira Inam (President), Hadi Ramin (VP Finance and Operations), Qasim Gill (VP External Affairs), Carmen Marquez (VP Academic and Student Affairs).

Regrets/Absent: None

1. Call to Order / Opening Remarks

President called the meeting to order at 3:00 PM. The President thanked all the executives for the effort that they have been putting into their roles up until now especially during the COVID-19 situation. She expressed that we should continue doing the best that we can under the current circumstances.

2. Approval of the Agenda

The President asked to add an item to discuss; Studentcare was added to items for discussion. She asked if there were any additions or amendments to the agenda as circulated. Seeing none the President asked for a:

Motion to approve the amended agenda as circulated was moved by the VP Academic Affairs and seconded by VP External. Vote: Passed.

4 in Favour. Motion Carried.

3. Approval of the July 14, 2020, Executive Meeting Minutes

The President asked whether there were any further amendments to the meeting minutes for July 14, 2020, there were none.

Motion to approve July 14, 2020, Executive Meeting Minutes was moved by the President and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour. Motion Carried.

4. Items for Action

4.1. Fall and Winter 2020-2021 Executive Meeting Dates

The President stated that starting from September 2020 there will be bi-weekly executive meetings. She mentioned that meetings will continue to be conducted online due to the pandemic and asked if anyone was opposed to having the meetings online. All executives agreed that meetings should be online given the current situation. Meetings will be on Thursdays from 5:30 pm to 7:30 pm.

The proposed dates for executive meetings for the fall 2020 term are as follows:

- September 10, 2020
- September 24, 2020
- October 8, 2020
- October 22, 2020
- November 5, 2020
- November 19, 2020
- December 3, 2020

Motion to approve the above dates for the executive meetings for the fall 2020 term moved by the VP Academic Affairs and seconded by the VP Finance. Vote: Passed.

4 in Favour. Motion Carried.

The proposed dates for executive meetings for the winter 2021 term are as follows:

- January 7, 2021
- January 21, 2021
- February 11, 2021
- February 25, 2021
- March 4, 2021
- March 18, 2021
- April 1, 2021

Motion to approve the above dates for the executive meetings for the winter 2021 term moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour. Motion Carried.

4.2. To authorize the expenditure amounts above \$500 as per GSA bylaws 5.4.4.

The GSA bylaws 5.4.4 restricts expenditure amounts above \$500, of any budget line, except salaries and Executive honorariums, without a majority vote of the Executives. VP finance asked the executives to authorize the following expenditure from June and July:

1. Payment to Canadian Federation of Students for \$1,891.90 for Spring Remittance (2019/2020 budget) on June 4, 2020.
2. Payment to the Sask Transit of \$2,504.01 for FALL/WINTER 2019-2020 UPASS Remittance on June 8, 2020.
3. Payment to Buckberger Baerg for \$1,110.0 for financial auditing on June 25, 2020.
4. Payment to ONE brand partner for \$3,382.58 for fall orientation swag on July 20, 2020.
5. Payment to recipients of the GSA Summer/Spring term bursaries for \$9,000.00 on July 30, 2020.

Motion to approve the above expenditures from June and July was moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour. Motion Carried.

5. Items for Information / Discussion

5.1. Fall 2020 Orientation

The President said that she submitted a request for on-campus activity to the University in order to gain permission to hold our fall orientation curbside event for students. The request had not been approved yet. She also said that we received our swag bag items that we had ordered and thanked the VP External for his help in moving them to the GSA Commons. She stated that the College of Graduate and Postdoctoral Studies will also be providing swag items for the GSA fall orientation. She also added that we are waiting for the Canadian Federation of Students to send the items we ordered, so they can be included in the swag bags that will be given out. Studentcare has also agreed to provide \$2,500 of sponsorship money for the GSA orientations. The VP Academic Affairs provided options for snacks and drinks for fall orientation. The President asked her to provide an estimate for the price of snacks and drinks (granola bar, chips, instant coffee, and coca) to make sure that it falls within our orientation budget.

5.2. Fall 2020 Events

The President states that since the GSA Commons would remain closed for the fall term, we would need to revisit the events that we had decided for the fall 2020 term. The VP Academic Affairs mentioned that we could have a weekly virtual coffee session with students and could also consider giving out grocery cards. The President asked the VP Academic Affairs to provide more information and a solid plan on how she will proceed with these proposed events for the fall term and how distribution of grocery cards can take place fairly. The President also asked the VP Student Affairs to involve other student groups in fall events.

The President also mentioned that she will be working with the VP External on the April 2021 gala, and perhaps a modified gala would need to be arranged if the pandemic continues.

For winter 2021 GSA orientation, 3MT, and research conferences, further discussions are required to proceed. The VP External also said that he has been in contact with Tim Hortons about a possible sponsorship, he asked for input from the executives on how we should proceed with their possible offer of sponsorship. The President asked the VP External to forward the communication with Tim Hortons to her, and that we would discuss this as it may be good idea to include their sponsorship for our grocery shuttle initiative, which has many logistical barriers at the moment.

5.3. Health Chat

The President asked the VP External to provide an update on the Health Chat initiatives for fall 2020. The VP External said he had sent an email summarizing the proposed events he would like to organize for the upcoming 2020-2021 academic year and asked the executives for their thoughts. The President pointed out the budget limit for these events,

and also stated that having online events are preferable at this time. However, there is a budget line for new initiatives, which can also be utilized by the executives. The President asked the VP External to contact the Career Center for workshops that we could collaborate on.

5.4. Support for Students

The President said that the VP external and her are working on a master file of resources that could be beneficial to students during this time. The President stated that she will send this google doc to all the executives to provide further input and contribute to this master file.

5.5. Studentcare

The President mentioned that she had signed the agreement with Studentcare to increase benefits for the 2020-2021 health and dental coverage year. These increased benefits include,

- access to Empower Me for all graduate students at no cost to the student
- increased eyeglasses coverage to \$150
- 80% coverage of psychologist per visit, which was increased from previous coverage of 20%
- 60% basic dental coverage, which was increased from previous coverage of 50%

5.5. Financial Expenditure Report

The VP Finance stated that except for the items authorized in this meeting, there are expenditures for salaries and office supplies on the GSA ledger.

6. Other Business

The President asked if there is another business to discuss, there was none.

7. Confidential Session

8. Adjournment of Meeting

The President asked if there was other business to discuss, there was none.

Motion to adjourn the meeting was moved by the VP Finance and seconded by the VP Academic Affairs. Vote: Passed.

4 in Favour. Motion Carried.



University of Saskatchewan

Graduate Students' Association

President's Report - GSA Council Meeting, Sept 2020

Dear Councilors,

On behalf of the GSA executives, I welcome all councillors to the 2020/2021 academic year. We look forward to working with each of you to continue serving graduate students here at the University of Saskatchewan, albeit in a virtual format.

In this report, you will find a brief explanation of the three main areas of focus for this year, which includes:

1. Mental health
2. Student-Supervisor Relationships
3. Graduate Student Skills

1. Mental Health

We will continue to focus on mental health and wellness initiatives that assists graduate students in managing their mental health through resources, and by way of activities that reduce stress. 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

As of May 2020, the Student-Supervisor Agreement is mandatory for all incoming graduate students and must be completed within the first year of the program. We will continue to promote this document across colleges to students and faculty members to help improve accountability and the relationship between students and supervisors.

Additionally, with the support of CGPS, we will continue to organize events that celebrate the successes of our graduate students and honor our members on campus through the Graduate Research Conference, and the ThreeMinute Thesis Competition, which will be taking virtually this year. We will continue providing workshops to our graduate students to provide networking opportunities and enhance their experience here at the University of Saskatchewan.

3. Graduate Student Skills

Graduate student skills in academic writing, effective communication, leadership, independent work, time management, networking and relationships, etc. are essential in supporting career building for future roles within the work force. We hope to provide resources, workshops, events, and activities throughout the year that help graduate students in learning these necessary skills that can be transferable to real life jobs once they graduate.

We will continue our efforts to create a sense community among our student population, although this may look very different this year as we adapt to a digital world and social distance throughout this pandemic. However, we will remain steadfast in our efforts and work with our partners around campus to continue discussions on what support we can provide students, and how we can achieve a culture of success that will benefit our university as a whole.

Thank you,

Humaira Inam
President, Graduate Students' Association



University of Saskatchewan
Graduate Students' Association
Monthly Report from the VP Finance and Operations (September 2020)

Hello GSA members,

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

1) GSA Fall Bursary Update

The GSA Fall Bursary is planned to be opened for application on October 1, 2020. Similar to the spring/summer bursaries, the fall call will be online. The students will be informed through the GSA social media and emails.

2) Closure of GSA Commons

Due to COVID-19, the GSA Commons is closed. Communication with the GSA Main Office is being conducted via the Office Manager's email address (gsa.admn@usask.ca). We have also been maintaining our social media accounts, and we encourage all the students to check our pages on a regular basis for any further updates. The Executives remain available and reachable through email at this critical time.

The GSA successfully implemented an orientation with curbside pick up to welcome new graduate students and stay connected with the returning graduate students. Additionally, I continue to sit on various committees to improve the graduate student's experience on and off-campus. Some of the meetings are listed below:

Meetings

<i>PRT/PEC/USSU/GSA Meeting</i>
<i>GSA Executive Meeting</i>
<i>USSU sustainability committee</i>
<i>University council meeting</i>
<i>Research, Scholarly, and Artistic Work Committee</i>

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

Sincerely,
Hadi Ramin
Vice-President Finance and Operations



University of Saskatchewan
Graduate Students' Association

September 2020

RE: VP Student and Academic Affairs Report to Council

Dear Council Members:

Please find below my September report to council.

1) Fall Orientation

As a result of the COVID-19 Pandemic and the University's restrictions on campus for the safety of students, the GSA could not hold an in-person Fall 2020 orientation. Instead, we collaborated with CGPS and provided an orientation in an online format and offered curbside pick-up of swag bags. This service was a success and we had a great turn out of students. If you have not picked up your swag bag yet, write to our GSA President or to our Office Manager to pick it up.

2) Student Councils and Social Clubs ratification

For those groups wanting to participate this academic year in the Council Meetings, please send a ratification package to the Office Manager (gsa.admn@usask.ca) as soon as possible so that your votes can be recorded in such meetings. More information about the documents necessary for the ratifications can be found on the GSA website.

3) Fall Wine and Cheese and Social Events

In previous years, the GSA Fall Wine and Cheese was hosted at the GSA Commons and has always been very successful. Unfortunately, due to COVID-19 restrictions, we will not be able to host any in-person events this Fall term. Instead, I am organizing bi-weekly coffee online meetings with our graduate students which I hope will be up and running very soon. They will be shared via email and will be hosted via WebEx platform. I am planning a big social contest which hopefully will be hosted online on the third week of November. More details will come.

4) Halloween Events

The next GSA big social event is Halloween night, which will happen in the week of October 26th, 2020. The event will consist on a series of movies and a trivia night. More details will come as the details are being finalized by your Executives.

5) Meetings

The following is an updated list of meetings and workshops I have attended, since the last GSA Council meeting:

Date	Meeting
August 12, 2020	Pandemic Response Team meeting
August 12, 2020	Graduate Student Affairs Multi-university meeting
August 13, 2020	GSA Executive Meeting
August 19, 2020	Graduate Orientation Hub- Launch
August 21, 2020	Transition 2020: Social and Community Building Planning committee
August 27, 2020	3MT Discussion with CGPS Dean
September 2, 2020	PEC and Student Leadership
September 3, 2020	Orientation curb side pick-up
September 8, 2020	Teaching, Learning and Academic Resources Committee
September 9, 2020	Academic Programs Committee
September 10, 2020	GSA Executive Meeting
September 14, 2020	EDI Policy Discussion Meeting

GSA 2020 Fall Orientation Report



Graduate Student's Association
September 15, 2020

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. However, due to the COVID-19 pandemic and the Campus being closed, this year Orientation's was held in two different platforms, online and a curbside pick up service where students could pick up swag bags containing non-perishable food items and swag items purchased and donated by CGPS. The in-person Fall GSA Orientation event took place on September 3rd, 2020 2-5pm and was very successful. 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 2020 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. 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 2020. The first step was to decide and order the swag items, followed by the collaboration with CGPS and USask Orientation Team 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 the exceptional circumstances we are living during these COVID-19 times, Fall Orientation had mostly an online presence except for the swag bags pick-up service. The curbside pick up for swag bags was organized in the side entrance of the GSA Commons, enforcing, and respecting the

social distancing measures established by the University Pandemic Response Team.

3.2 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.

3.3 Food and food safety

Due to the COVID-19 pandemic, this year's food options were all non-perishable, individually wrapped items. The food consisted on chips such as Pringles, Lays and Veggie strips, granola bars, chocolate bars, rice Krispy squares and a can of pop. The food was purchase in Costco and Walmart Supercentre.

3.4 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.



**GSA Fall
Orientation
Curbside Pick-Up**

**September 3, 2020
2:00 PM - 5:00 PM**

**In front of
GSA Commons at
1337 College Drive**

GSA
GRADUATE STUDENTS' ASSOCIATION
U of S

 UNIVERSITY OF SASKATCHEWAN
College of Graduate
and Postdoctoral Studies
GRAD.USASK.CA

3.5. Sponsorship

After determination, of possible sponsors, it was decided that sponsorship was going to be requested from Studentcare. We received a sponsorship of \$2000 from Studentcare for Orientation.

4. Execution

4.1. Scheduling and set up

In order to run a smooth event, the preparation for the event started at 12:00pm on September 3rd. The executives packed swag bags and set them up in boxes near the entrance to facilitate their distribution. Three tables and four chairs were set on the side entrance of the Commons and social distancing signs were displayed, with one-way entrance and one-way exit. This set up ensured a speedy and safe distribution of the bags.

4.2. Expenses

Final determination of the expenses of GSA 2020 Fall Orientation is still ongoing, a document with all the expense details will be presented to council.



University of Saskatchewan
Graduate Students' Association

September 2020

RE: VP External's Report to Council

Dear Council Members,
Please find below my report to council:

1) GSA Executive meetings

I attended executive meetings where we discussed different issues and events for the upcoming academic year, including orientation. We finalized dates for executive meetings, fall 2020 events, and discussed the 2021 Gala, 3MT competition, health chat events, and the research conference.

2) GSA Fall 2020 Orientation

The GSA executives and I worked as a team to organize this year's GSA fall 2020 orientation through a virtual event on Sept 2, 2020 where we hosted over 100 incoming graduate students, and successfully conducted curbside pickup of swag bags for graduate students on Sept 3, 2020.

3) Health Chat Events

We are close to finalizing the health chat events for fall 2020 which will be approved at the next executive meeting. Once we have confirmed all the virtual events that will be taking place this term, we will be releasing details of the events over the next few weeks.

4) Canadian Federation of Students

On September 3rd, I attended the meeting for the National Graduate Caucus of Canadian Federation of Students (CFS). We discussed the various challenges faced by graduate students' associations in dealing with the administration of universities and the strategies that could be adopted.

4) Meetings

The following are a list of meetings I have attended since I submitted the second report to the council.

Date	Meetings
August 7 th , 2020	GSA/USSU meeting
August 12 th , 2020	PRT/PEC/USSU/GSA meeting
August 13 th , 2020	GSA Executive Meeting
August 31 st , 2020	Student Sustainability Coalition
September 1 st , 2020	Pack Swag Bags for Fall orientation
September 2 nd , 2020	GSA Virtual Orientation
September 3 rd , 2020	CFS/NGC meeting
September 3 rd , 2020	GSA Fall Orientation – Swag Bag Pick-up
September 8 th , 2020	Governance Committee Meeting
September 10 th , 2020	GSA Executive Meeting

Committee of Council		
Committee	Membership	Notes
Elections and Referenda Committee	<ol style="list-style-type: none"> 1. Council Chair and Chief Electoral Officer 2. Ehsan Moradi (Regular/general member) 3. Aisha Sajid (Regular/general member) 4. Nicole Pasloski (Regular/general member) 	At least (2) Councillors or Alternate Councillors needed.



**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 total members in your Social Club	315
Percentage of graduate students in your Social Club.	80
Percentage of non-graduate students in your Social Club.	20
List of your Social Club Executives (their positions – email addresses – NSID) <i>Note: Please identify which of your Executive are graduate students with the word (GRAD).</i>	<ol style="list-style-type: none"> 1. Sakib Mostafa (President, sakib.mostafa@usask.ca, sam168, GRAD) 2. Md Noim Imtiaz (VP Administration, noim.imtiaz@usask.ca, mdi005, GRAD) 3. Mohammad Mohibul Hasan (VP Finance, mohib.hasan@usask.ca, moh785, GRAD) 4. Himat Thapa (VP Events, himal.thapa@usask.ca, hit390, GRAD) 5. Husna Rahman Audhora (VP Culture, audhora.husnarahman@usask.ca, hua804) 6. Huzzatul Khan (VP Sports, huzzatul.khan@usask.ca, mdk652, GRAD) 7. Zarif Al Sadeque (VP Communication, zarif.sadeque@usask.ca, zas750, GRAD)
Name of the Bank	Royal Bank of Canada (RBC)

*****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

September 04, 2020

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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