

MEETING MINUTES

Meeting:	12th GSA Council Meeting		
Date of Meeting:	October 30, 2017	Time:	1:00 p.m. – 2:30 p.m.
Minutes Prepared By:	GSA Secretary	Location:	GSA Office Guild Hall

1. Meeting Objective

12th GSA Council Meeting

2. Attendees

Council Members: Ranbir Bali, (President), Caesar Clemente (VP for External and Internal), Erin Archer (Representative), Samip Dhakal (Representative)

Management Representatives: Dean Colins Neufeldt (Dean of Graduate Students)

Absent: Ashleigh Massey (Representative), Vera Nwaka (VP finance)

3. Agenda and Notes, Decisions, Issues

Topic	Discussion
Meeting Protocols	<ul style="list-style-type: none"> - The last meeting was approved by the council.
Refunds for Professional Membership	<ul style="list-style-type: none"> - - The MISSM/MISAM representative informed the council that despite previous announcements only a few members availed of the professional membership reimbursement. The council decided that the period of reimbursement will not be extended anymore. The invoices for those who registered will be processed as soon as possible.
Department Representative Reports	<ul style="list-style-type: none"> - - The MISSM/MISAM representative informed the council of the recently successful seminar event that was spearheaded by ISACA. A security expert from U of A gave a talk about providing security solutions. He further narrated, that the GSA gave the speaker a certificate of appreciation. He also added that the ITIL training for the reading week would be the next activity. He informed the group that there was a question on who would enter into the contract with the training organization and some internal accounting concerns such as how the MISSM/MISAM department financial contribution to the training would be factored in. The council decided that continuous monitoring of these issues and concerns should be done to ensure its success. - - Dean Colin posits that in the future the MISSM/MISAM organization should be empowered to enter into contracts with these training organizations instead of the GSA. Policies regarding this matter should be crafted in the future. The Biblical Studies representative weighed in by saying that the GSA can follow the format of CSA. She said CSA had many clubs that are under its jurisdiction. These clubs are funded and governed by the GSA.

<p>Duties and Responsibilities of Representatives</p>	<ul style="list-style-type: none"> - - The dean informed the group that the Psychology Testing Representative reached out to him and informed him that she would not be able to attend meetings due to her load in work and school. A discussion regarding the hours required to work ensued. The whole office hours requirements were put into question. Some council members believe that the weekly office hours should be flexible and should be seen on a monthly basis point of view. An agreement was made where representatives will only do office hours for 1 hour a week, and the rest is flexible and can be spread out in the month. The president insisted that the GSA office should at least be open 1 hour a day, Monday through Friday, at the minimum. No change for executive hours was suggested. - - The dean also suggested to the council that the GSA should have policies regarding the issues on hours the representatives need to do office work, the meetings and events they are required to attend and the output they are required to submit. The VP for external and internal also added that the policy should also contain which issues the representative needs to approve
<p>Other Issues</p>	<ul style="list-style-type: none"> - - The president informed the group that the GSA should sponsor a scholarship program. He further said that as early as now the GSA should draft the policies for this. The VP for internal and external reminded the council that this was not budgeted for this year. The council came to an agreement that it would be implemented for fall 2018. - - The president informed the group that in line with the GSA expansion of network, the international student council should be given a seat in the GSA General Council. This seat, however, will be a non-voting seat. The Biblical Studies representative also suggested to include someone to represent the Christian union. The president also suggested that a GSA representative should also be present in the CSA General Council. Assignments of the duties and responsibilities of these representations will be discussed in the future. - - The president also informed the group to prepare for an official photoshoot. Dates for this will be announced in the future. - - There was a discussion on the compensation policies. The dean informed the group to submit to Richard Currie the requirements he is asking. These include the resolution, the policies, and the time sheets. - - The president reminded the group that the Christmas party preparation should start now. The VP for external and internal informed the group that he already talked to a possible place, and he is just waiting for a quotation. The tentative date for the Christmas party would be on the last school day, December 15, 2017, 7-9.

4. Action Items

1 Caesar

Christmas
Party

December
15

7-9 PM