**MEETING MINUTES**

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|  | **Meeting:** | General Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | 04th Feb 2020 | **Time:** |  | 12:00PM to 01:00PM |  |
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|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | HA314 |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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GSA General Council Meeting

**2. Attendees**



Council Members: Rajat Wason (President), Sushant Sharma (VP Internal and External Affairs), Akash (VP Finance), Ms. Jasmine Kaur Gill (VP Student Life and Learning)

Management: Dr Edgar, Dr Barb, Mr. Quin.

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| 3. Agenda and Notes, Decisions, Issues |
| Topic | **Discussion** |
| Referendum & Resolutions | * All resolutions are signed and up-to-date saved in the google drive.
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| Finance Issues | * Rajat told the council regarding the issue with the change of directors with CRA records.
* Change of directors’ names has not been updated in CRA database for GSA and it will be hard to file the information return without that change in the CRA records.
* Christine told Akash to upload the T4 on CRA website, for that we need an access code as it’s a first time for GSA filing it by themselves.
* Akash told the council regarding the audit of GSA by the end of March 2020.
* Akash told the council regarding the financial report and copies of those reports have already been sent to Rajat.
* Akash asked Sushant to make a one resolution for amount that GSA is going to spend on awards and scholarships for winter term 2020.
* Akash and Christine had a finance meet last week on Jan 31, to reconcile the quick books account of GSA that has been reconciled successfully.
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| Other Issues  | * Rajat and Akash told everyone regarding the quotation of goodie bags from Concordia Student Association.
* They have a given quotation for 100 bags instead of 90 where extra 10 bags they have put in for the winter orientation 2020.
* Akash told everyone that GSA didn’t place any order with CSA for winter orientation for new students.
* Rajat will talk about the goodie bags invoice with Alex from CSA.
* Dr. Edgar asked Jasmine to submit a summary report for the previous events participation of GSA.
* Jasmine will send the reports to the council by the end of the day.
* Jasmine update the council with the upcoming events of GSA.
* 12th Feb 2020 – there will be Happy Hours with GSA, a casual event for new graduate students to know about their peers.
* Jasmine told council regarding the Holi event with International office.
* Another event will be Trivia Night, in March 2020 which contains questions and answers rounds among teams.
* GSA will be do the last event on April 10th – Entertainment Night – at gateway Blvd. entertainment center and there will be no limit on number of students attending the event.
* GSA will sell tickets to grad students for Entertainment Night event.
* Dr. Barb told the council that 10th April is a good Friday and campus will be closed.
* Dr. Edgar told the council that some students will exam after that as well, as the last date for exams as per academic calendar will be on 23rd April.
* Rajat asked Jasmine to upload GSA event calendar on Instagram and GSA website.
* Rajat told everyone about ab-GPAC AGM that will be held on 8th FEB in CUE.
* GSA has booked the food catering with Aramark as per the food policy of CUE.
* Regarding Elections – the email has been sent to all the graduate students.
* Rajat told the council that we might have to extend time on the forum day for candidates’ speeches, as we are expecting a good number of participants for upcoming GSA election.
* Also, there is a limit to time as well for their speech i.e. 2 mins.
* Harbir has mentioned regarding the registration of courses for candidates, as the registration date won’t be open until 2nd March 2020.
* Dr. Edgar told that change of registration dates won’t be possible for election purposes.
* The council decide to talk to OLA and then will work around regarding course registration issue for the nominated candidates.
* Rajat will ask Harbir and will make a meeting call with OLA for the registration of courses for new candidates for elections.
* Rajat informed the council regarding Meeting with ETS – it has been changed to next week.
* ETS meeting will be on 12th Feb, for U-Pass, Rajat showed his concern for undergraduate students support as well.
* Rajat asked Dr. Barb to join the meeting with ETS officials.
* Dr. Edgar asked the council regarding salary compensation for a month of executive officers - What is the amount of raise? As it was not mentioned in the previous minutes of meeting.
* Sushant will update 14th Jan General Council meeting and GRC minutes of meeting with the stated amount of increase in the monthly compensation salary amount.
* GRC members will review the minutes of meeting where raise in compensation is mentioned and then re-post it on GSA website.
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| Action items | * Sushant will make one resolution for amount to be disbursed for GSA awards and scholarships for winter term 2020.
* Sushant will update the previous minutes of meeting for general council meeting and GRC.
* Jasmine will upload the GSA event calendar on Instagram and GSA website.
* Akash and Rajat will update the directors names with CRA records.
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