**MEETING MINUTES**

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|  | **Meeting:** | Graduate Representative Council |  |  |  |  |  |
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|  | **Date of Meeting:** | 17th March 2020 | **Time:** |  | 03:00 PM to 04:00PM | |  |
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|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | Individual home via Google meet | |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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Graduate Representative Council Meeting

**2. Attendees**



Council Members: Rajat Wason (President), Sushant Sharma (VP Internal and External Affairs), Akash (VP Finance), Jasmine (VP Student Life). Kimberly Burke (Masters in Environment Public Health), Adam Dickau (Master of Education)

Management: None

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| 3. Agenda and Notes, Decisions, Issues | |
| Topic | **Discussion** |
| Other Issues | * Rajat briefed about the GSA fee policy to the GRC. * Adam asked the council regarding scholarships awards for part program students like health services. * Rajat explained that it is the CUE’s financial aid office that shortlist and disburse GSA scholarship award for graduate students that includes part time students and full-time students (i.e. diploma and masters programs). * Rajat mentioned to the council that the biggest challenge is to make part time students to apply for the GSA scholarships and bursary awards. * Rajat requested program representatives to give more support to promote these awards among graduate students in their respective departments, though he sends reminders via email to all the students. * Rajat also explained that the scholarship amount depends upon the fee collection, where 10% is held back and 90% is distributed among geaduate students in the form of awards. * These awards are solely based on the number of applications only. * Kimberly raised her concern that she heard from the administration office that – diploma students have less chances in terms of master’s students in getting GSA awards. * Rajat replied to the Kimberly concern that GSA’s intention is very clear in disbursing the awards amount like for bursary its very clear-cut requirements that depends upon the financial need of the students. * Also, Rajat told the council he will speak with the financial aid office regarding Kimberly’s concern for diploma students having less chance of getting GSA awards. * Motion for GSA fee policy - Adam moved the motion seconded by Sushant and the GSA fee policy is approved and passed in the GRC meeting. * Rajat briefed about GSA online accounts login credential policy to the council. * Sushant moved the motion seconded by Akash and the GSA online accounts login credential policy is approved and passed in the GRC meeting. * Rajat briefed about GSA election policy to the council and asked Sushant to give highlights on the changes made in the policy. * Sushant told everyone the changes made in the existing GSA election policy. * Adam asked council regarding number of warnings to the candidate and the degree of mistake. * Rajat told Adam that there is not metric to evaluate the degree of the mistake by the candidate during election. * Rajat told the council that as per the policy there is one warning to the candidate and then ERO can decide on disqualification of the candidate, that will at his discretion. * Adam suggested to increase the number of warnings in the policy for the candidate who is contesting for the election. * He suggested to have up to 4 warnings before the disqualification process gets initiated by ERO. * The council discussed about the number of warnings and everyone says to put at least 3 warming that leads to automatic disqualification. * Rajat asked the council to vote on number of warnings set to 3 in the GSA election policy, and it was passed with 4 votes in favor of inclusion of 3 warnings followed by disqualification in the GSA election policy. * Kimberly raised her concern that if we set the number of mistake a candidate can do for e.g. 3 times then a candidate might take this an opportunity to conduct 2-3 mistakes as he/she knows there is a warning which comes in the very first go. * Rajat explained to the Kimberly’s concern that it is at the discretion of the ERO to decide on the type of mistake one do during election. * Rajat asked to move the motion to pass and adopt GSA election policy with changes, Adam moves the motion and Sushant seconded it, all in favor and policy has been approved and accepted in the GRC meeting. * Rajat briefed about GSA Point of Sale machine policy to the council. * Rajat asked to move the motion, Sushant moved the motion seconded by Jasmine, all is favor and GSA point of sale machine policy passed and approved in the GRC meeting. * Rajat told the council that POS machine cost around CAD$299. * Adam suggested the council to get the machine and set it up for the new council. * Everyone favors to buy the POS machine and will place an order with the vendor. * Regarding GSA elections – Rajat talked about one candidate who had appeal to judicial board regarding his disqualification. * Kimberly asked the council if there are any set guidelines to refer in this kind of cases. * Rajat explained to the council the all the guidelines are in place in the GSA election policy which is drafted referring to the GSA bylaws. * Adam suggested to the council that looking at the allegations – it’s the credibility of the candidate is at question and referring to 6 warnings given to him, he supports the ERO decision in disqualifying the candidate. * Jasmine asked the judicial board whether they have received the written appeal from the candidate * Jasmine gave her opinion to have a written appeal directly from the candidate. * Adam asked the council to take into consideration the points that at what the appeal arrived to the judicial board, what is the motive of sending it twice? * Judicial board have gone through all the emails of ERO and the decision of disqualification by ERO has been supported by the Judicial board. * Rajat announced the council that there will be no GSA events due to COVID-19. * Adam asked the council that are we still giving away Graduation Memento to students who are graduating this semester? Or we shall abandon the plan. * The council decided to abandon the plan of giving away the memento to graduating students. * GRC meeting was I move the motion seconded by jasmine and the meeting was adjourned. |
| Action items | * Sushant will make the changes to the GSA election policy as discussed in today’s meeting. |