**MEETING MINUTES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Meeting:** | 22nd GSA Council Meeting |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Date of Meeting:** | March 28th, 2019 | **Time:** | 10  | 2pm-3pm |  |
|  |  |  |  |  |  |  |  |
|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | S-206 |  |
|  |  |  |  |  |  |  |  |
|  | **1. Meeting Objective** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

22nd GSA Council Meeting

**2. Attendees**



Council Members: Uttkarsh Goel ,(President), Vinayak Kohli (VP Academic Affairs and External relations, Sumaiya Nazneen (VP Finance), Bhupinder Kaur (VP Student Affairs)

Management: Dr. Colin Neufeldt, Dr. Barbara Van Ingen and Margie Schoepp

Upcoming GSA Council Members: Rajat Wason, Jasmine Kaur Gill

|  |
| --- |
| 3. Agenda and Notes, Decisions, Issues |
| Topic | **Discussion** |
| Proposition 1 | * Dean Colin opened the session, welcomed both the councils and Margie.
* The proposition was discussed and Margie volunteers to help with drafting the final proposition with the criteria lined out
* Margie suggested to collect $25 as planned and voted by the active members of GSA during the elections
* It was further suggested and decided to disperse most of the money and Concordia will be aiding in the dispersing and collecting process
* Dean Colin and Margie suggested the council which council agreed upon was to initially give out bursaries upon sufficient amount is collected
* Dean Colin shared this proposition resulting the bursary shall benefit all programs that includes certificates, diploma and graduate programs in the faculty of graduate studies
* Margie further extended her help by suggesting if Concordia and GSA agrees an account can be created and keep the amount collected in buffer prior dispersing the bursary also all the account is maintained by Concordia accounts department.
* It was finally decided with the expertise provided by Dr.Barb, Dean Colin and Margie that this bursary or in future scholarship would be for current and future programs that includes full and part time students and value will be varied based on the credit load pursued by the student which is normally $1000, $750 and $500 whereas it wont be just based on demonstration of financial need.
* It was further decided Margie to make a final draft and based on that a resolution will be prepared which is to be passed in the upcoming council meeting
 |
|  Finance Issues | * Dean Colin further asked the VP Finance and President on updates on Insurance policy where president and VP Finance replied it is in the final stages
* New president further asked when the audit has to be done for the outgoing council where it was suggested to be done in early May with the help of professional CPA
 |
| Election Issues | * Dean Colin further moved the session to discuss the elections, it was reminded to the new council that Background checks are due and failing which the position shall remain vacant
* The police/background checks are to be sent to Dean Colin and compensated by GSA
* Dean Colin further mentioned ERO and Assistant ERO are usually given a gift card for the smooth functioning of elections, which should be pursued by the GSA in future
 |
| Alberta Graduate Provincial Advocacy Council | * President shared with the council that GSA is officially a part of AIGPAC and new GSA shall decide to act as a observing member or an active member
* The body must be notified with the final decision
 |
| Other Issues | * Dean Colin also encouraged the new council to be present in every General Council Meeting and Secretary to provide the minutes to the new council too
* The issue in the election forum raised was MISSM lab printer not working, where the printer was replaced with a new one
* The minutes of the previous meeting were discussed by the Secretary and Dean asked the new council to have a full attendance in future
* New president asked about booking the rooms where they will be assisted until official email ids issued
* The website emails to be provided during handover and reset the password of emails and website
 |