**MEETING MINUTES**

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|  | **Meeting:** | General Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | 31st March 2020 | **Time:** |  | 12:00 PM to 01:00PM |  |
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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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GSA General Council Meeting

**2. Attendees**



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

New Council Members: Sandeep Bonagiri (President), Naga Venkata Palaparthy (VP Internal and External Affairs), Nakkina Bhargava Sai (VP Finance), Deepthi Gudapati (VP Student Life)

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

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| 3. Agenda and Notes, Decisions, Issues |
| Topic | **Discussion** |
| Finance | * Akash told the council about the purchase order; he had a meeting with Christine, and she suggested to go with the normal paper PO instead of PO from QuickBooks for the vendor.
* Christine told Akash to put GSA source deduction cheques on hold and not to mail to CRA, later they will figure out other way to pay or send it to CRA.
* Akash is planning to organize a meeting of Bhargava (upcoming GSA VP finance) with Christine which is an introductory and more of learning session.
* Rajat told everyone that PO has been sent to the vendor and by Thursday some of the order will come to university and remaining order will be there by the end of April month.
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| Other Issues  | * Dr. Edgar told the council that most of the students and instructors are having good feedback with online system during transition phase due to covid-19.
* Dr. Edgar told the council that the spring/summer semester will likely to be run through online and returning to classes face to face will most likely in September semester.
* Dr. Barb told the council that all CUE learning services have been shifted online, Janet will be the right person to contact in case students struggle with online platform and they can book an appointment with Caroline for any counselling.
* Dr. Barb told the council about the Wellness activity (cooking, fitness, etc.) which is conducted online Monday to Friday to connect and engage with everyone.
* Rajat told the council that GSA have posted the wellness activity poster on GSA Instagram.
* Rajat asked the executive members to surrender old GSA office keys and collect new graduate student space keys from the plant operations office.
* Jasmine told the council that she hasn’t received any queries during this covid-19 period.
* Jasmine told the council that GSA event policy has been sent to executive members to review and asked if there is any inputs to go in the policy.
* Sushant brief about updates in terms of academic issues during covid-19 period.
* Sushant told the council that in the last meeting with ab-Gpac covid-19 update call, all other universities GSA are supporting their students with emergency bursary fund – do we have any provision for our students?
* Dr. Barb told the council that she will enquire it from the finance office and with President Mr. Tim Loreman and will let council know soon.
* Dr. Barb told the council that students can directly contact Margie and Lynne from financial aid office in terms of any financial support queries.
* In ab-GPAC communication committee meeting, Rajat and I raised the concern due to covid-19 situation - Can international students can take a semester break in spring/summer semester as it is hard for them to pay their tuition fee due to lay off from the jobs?
* Rajat told the council that he has discussed in the ab-GPAC meeting that will there be any relaxation in terms of study permit if international students take break in spring/summer semester? The ED of ab-GPAC will enquire for the same and let us know soon.
* Also, whether international students will directly be benefited from the federal aid called CERB? Which is of 2000$CAD per month.
* Sushant told the council that ab-GPAC meeting today on COVID-19 updates told me that the medical expenses will be covered directly for all international students.
* Sushant told the council that GSA forms and policies have been uploaded on to drive and website.
* Regarding Transition meeting – Rajat briefed about it and asked new council to go through with GSA bylaws, plan individual meeting with new council, what are the expectations, and asked old executive members to prepare a report to hand over to new executive members during transition meeting which highlight the roles and responsibilities of each position.
* Quin asked in the last general council meeting to the council to invite CUE personal to new council as they will be interacting with them in future.
* Rajat told the council that we will write key contact information in the document during handover/transition meeting.
* Quin asked the new council to connect with Dean of Graduate studies or him if they have any queries.
* Akash will meet Bhargava by this week and train him, he has received the copy of Bhargava’s background check.
* Regarding Covid-19 challenges – Bhargava asked everyone if there will be reduction in fee during spring/summer semester? As there will no access to labs and other resources on campus.
* Dr. Edgar replied to the council that he hasn’t got any update yet on fee reduction.
* Dr. Edgar told the council that he is anticipating that the information will come soon, right now it is the same fee structure as laid down before covid-19 outbreak.
* Bhargava mentioned the council that during lockdown will there be an extension of deadline for fee deposit for spring/summer semester?
* Rajat replied that he will talk about the extension of deadline for fee deposit from finance office of CUE.
* Dr. Barb have dropped an email to President Mr. Tim Loreman and VP finance for the same.
* Regarding GSA Event policy – Akash has gone through the policy and suggested some changes regarding disciplinary action, open DJ, specific religion songs.
* Dr. Edgar encouraged the council to think about as high as possible for GSA event policy – like what is the goal of the event, the activity supported, code of conduct, avoid specific music choices, principle of practice, number of acts or groups, specific lists.
* Jasmine asked the council to give input regarding VP academic event.
* Regarding GSA Employment policy – Rajat will give the draft of it in a week time.
* Rajat told the council that GSA policies have been approved in the last GRC meeting.
* The new council asked Rajat when the transition meeting is – it will be on 28th April 2020.
* Deepthi asked the council how long the transition meeting will be and whether the old council will be here to support them during initial days
* Rajat told everyone that we are here for the whole April month and even after they require any guidance, we will support them.
* Sushant told the new council regarding the ESA (Edmonton Student Alliance) meeting coming up, the date hasn’t been finalized yet.
* Naga asked everyone will there be full range of courses offered during the spring semester or there will be specific courses officered during next term.
* Dr. Edgar told everyone that full range of courses might not be guaranteed due to online system in place for classes, as some courses might require labs and some courses might require physical activities in gym area.
* Though for MISSM/MISAM – there is a good range of courses offered, but it is not guarantee that every single course will be offered.
* Dr. Edgar told everyone that students must talk to program chair and what could be taken and drop for the spring semester.
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