**MEETING MINUTES**

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|  | **Meeting:** | 14th GSA Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | January 7, 2019 | **Time:** | 10 | 10am-11am | |  |
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|  | **Minutes Prepared By:** | GSA Secretary | **Location:** |  | HA 206 | |  |
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|  | **1. Meeting Objective** |  |  |  |  |  |  |
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14th 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 Life)

Management Members: Dr. Colin Neufeldt

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| 3. Agenda and Notes, Decisions, Issues | |
| Topic | **Discussion** |
| Winter Orientation | * Dean Colin welcomed the council members from the winter break and initiated the session with discussion of winter orientation updates * President updated the council and Dean Colin that the volunteers have been finalized and Dean Colin will be giving a welcoming session from 10:30am to 11:30 am at HA 017 * President further updated that Dr. Shaun will be speaking afterwards to new students and providing essential information about MISSM/MISAM * It was also informed by the president food and coffee will be provided by CUE in winter orientation * Dean Colin further suggested GSA council to inform new students about the T-Shirt and Hoodie photo contest * Dean Colin further moved the session to discuss Finance related issues |
| Finance Issues | * Dean Colin discussed about the Finance related issues and informed the council members about GSA shall be responsible for their own funds after GSA presents a finance policy * VP Finance informed in the last week of January finance policy will be presented for perusal to GSA council and Dean Colin * Dean Colin further informed Finance policy will grant more freedom in terms of expenditure on events as credit card can be issued based on it * Dean Colin put forward conditions for the credit card as the responsibility will be solely of GSA which includes buying insurance for credit card, managing budget and gaining official approval for organizing events * In respect of Finance policy Dean Colin informed the audit will be done annually by an external professional auditor which must be included in the Finance policy * Dean Colin suggested to hire a bookkeeper for reconciliation purpose as GSA will be responsible for their funds * The council agreed for the same and the session was moved for discussion of scholarships |
| Scholarship | * Dean Colin informed the council members about the scholarship opportunity for international students which can be covered by students paying $25 in their fees * It was decided to put forward the plan to GSA active members and observe the response to act on it appropriately |