**MEETING MINUTES**

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|  | **Meeting:** | General Council Meeting |  |  |  |  |  |
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|  | **Date of Meeting:** | 7th July 2020 | **Time:** |  | 12:00 PM to 01:00 PM | |  |
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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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General Council Meeting

 **2. Attendees**



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

Management: Dr. Schmidt, Mr. Blair, Mr. Quinn.

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| 3. Agenda and Notes, Decisions, Issues | |
| Topic | **Discussion** |
| Other Issues | * Sandeep welcomed everyone and started the session about asking for updates from Bhargava and Deepthi * Bhargava told everyone that payroll for July month has been generated, society annual returns has been filed and also, he told that pending change of directors for CRA account is in process and yet to receive updates from CRA about federal and provincial tax returns. He mentioned that GSA website renewal has been done. * Deepthi informed everyone about the meeting she had with Mr. Blair about the online student orientation for fall. * She added that they discussed about the what should be included in the PPT and also talked about the resources which need to be trimmed for fall orientation. * Deepthi further talked about the CSA event happened last week and told everyone that it was successful outdoor event and she informed all the members that GSA is very soon planning for an event in mid of August keeping social distancing in mind. * Dr. Schmid asked for Confirmation from Bhargava regarding CRA change of directors’ work status and asked are we about to receive response from CRA? * Bhargava replied saying Yes, the CRA work is still in progress since filing of tax should be done under current executive names. * He further said that it will take 2-3 weeks’ time to receive an update from CRA in order to proceed further for filing tax for 2020-2021. * Dr. Schmidt told everyone that reporting of taxes to CUE is very important since we are accountable for everything. * Dr. Schmidt asked Deepthi few questions about the GSA event she is going to plan, its purpose? Whether summer is a good time to conduct? What level of experience it brings to students? * Deepthi answered Dr. Schmidt saying that most of the Graduate students are international and they haven’t moved out of Edmonton. * She raised a point that its been close to four months since all of the graduate students met together, there is a lack of engagement so its good idea to have a summer event because most of them are fully available. * She further said that GSA is planning to conduct I the 1st or 2nd week of August since only 13 new graduate students are joining this fall which will be also beneficial for them to engage with seniors * Dr. Schmidt agreed with Deepthi and said that it is a good time to have an event and further said that the event should work as a gathering and recreate as community. * He further told that we should also think of ways for maintaining safety, logistics availabilities and use of masks, sanitizers etc * Deepthi told everyone that she has attended the CSA event last week and found that the outdoor event was well received and there is a enough door for maintain social distancing. * She added that Nichole said that Government allowed up to 200 people gathering at a place. * Dr. Schmidt told that we should about think about the costs, managing things like food trucks etc. He mentioned that if they have 50-70 people attending then it’s a worthwhile. Finally, its GSA executive’s decision to make. * Sandeep mentioned that GSA Executives are planning for online office hours to maintain communication with the students. * He also asked about planning a dine-in with the previous council members as farewell. * Dr. Schmidt raised a point about the student assessment which is currently going. * He said that it is a formal procedure, for students to appeal if they are on probation there is a pathway. * Sandeep asked if there is a document which lists the proper appealing procedure. * Mr. Quinn shared a 6-page official calendar document with GSA executives which is based on previous year’s academic calendar which will be helpful. * Deepthi told the management that GSA is planning for some designing the GSA office which will be fully ready in next few weeks. |
| Action Items | * Deepthi has to give more details about the GSA summer event which will include: Date, Time, Activities etc. in the next General Council meeting |