**MEETING MINUTES**

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|  | **Meeting:** | GSA Committee Weekly Connect |  |  |  |  |  |
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|  | **Date of Meeting:** | 21st September 2022 | **Time:** |  |  10.00 am -10.30am |  |
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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 Representative Council Meeting



**2. Attendees**



Executive Council Members: Neha Sayomina Tholar (President), Sabrina Jahan Prova (VP Academic Affairs and External Relations), Rohtash Mangla (VP Student Life), James Joseph (VP Finance and Services).

Management: Dr. Alison Yacyshyn , Carmen Arth, Sherry Palichuk, Shelly Josey.

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| 3. Agenda and Notes, Decisions, Issues |
| Topic1. Weekly Updates
2. Communication –email and bulletin board
3. Bookkeeping and Audit
 | **Discussion*** The President discussed about the weekly updates of academic event “mock interview”. According to the meeting with career services, it has been decided to have a short talk about facing interview and preparing interview questions prior to the event.

.* The GSA council talked about the invitation sent out to students for the event and there’s a need of a bulletin board for the graduate students’. After discussion, it has been decided to have a particular bulletin board in the Teglar for graduate students’ to get notices for upcoming events.
* The VP Finance and Services discussed about the bookkeeping and the audit that was conducted for the association.
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