

Annual General Meeting December 2023

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| **Meeting** | **Annual General Meeting 2023** |
| Date | 21 December 2023 |
| Time | 7:00 PM to 8:00 PM |
| Minutes to be Prepared By | Ramya Nekkanti |
| Location | Google meet: https://meet.google.com/aoa-tpdr-zom |
| Attendees | GSA Council, GSA members, Deans office and GRC Members |

**Meeting Objective**: GSA Annual General Meeting 2023 (AGM)

I. Call to order and Declaration of Quorum

II. Approval of Agenda

III. Conflict of Interest

IV. Approval of Previous minutes of meetings – AGM 27th October 2022

V. Report from President

VI. VP Finance Report

1. Fall 2023-2024 Budget
2. Financial Statements

VII. Audited Financial Statement

VIII.

Adjournment

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| **Meeting** |  **Annual General Meeting 2022** |
| Date | 27th October 2022 |
| Time | 7:00pm to 8:00pm |
|  Minutes Prepared By |  Sabrina Jahan Prova |
| Location |  Google Meet - meet.google.com/nop-znsp-djv  |
| Attendees |  GSA Council, GSA members, Deans office and GRC Members |

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| **Agenda, discussion, issues and Notes** |
| **Topic** | **Discussion** |
| **Other Issues** | * Neha welcomed everyone to the Annual General Meeting (AGM).
* The session was started by the GRC chair – Gayatri Uttwani.
* Gayatri calls for meeting order and Declaration of Quorum.
* Gayatri asks for AGM agenda approval if there are no additional changes to it.
* Hearing none, she then asked for a motion to approve the AGM agenda.
* Sabrina passed the motion and was seconded by James.
* Gayatri asked for a declaration of any conflict of interest.
* Hearing none, Gayatri further asked for approval of previous AGM minutes of the meeting which happened on 30th December, 2021.
* All in favor, the minutes for the previous year's AGM has been approved.
* Gayatri asked GSA President - Neha to discuss more the SGM report with everyone.
* Neha informed everyone about the highlights of GSA achievements for the past 4 months.
* GSA executives are part of ab-GPAC (Alberta Graduate Provincial Advocacy Group) and were instrumental in reviewing and updating its IT

Policy and Code of conduct. Being part of ab-GPAC |

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|  | has provided GSA CUE exposure at the provincial level.* Gayatri and Neha asked if anyone has questions regarding the SGM report discussed.
* Hearing none, considering everyone in favor motion has been carried.
* Gayatri asked James to continue the meeting discussing the VP finance report.
* James started by informing everyone that GSA has a total revenue of 65,799.88 CAD for the fall 2022 budget.
* James said that the audit report for 2021 was done by Graeme Southwood from Sigma Accounting Group LLP.
* Gayatri asked for a motion to dispense the VP Finance report.
* Gayatri passed the motion and was seconded by Sabrina.
* All in favor, the motion has been carried.
* Gayatri asked if anyone has questions regarding the discussed AGM report.
* Hearing none, she called to adjourn the GSA 2022 AGM meeting.
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# Report from the GSA President

We are pleased to provide an update on the Graduate Students' Association's endeavors and activities for the 2023–2024 year on behalf of the association. We pledge to use all our resources to support the GSA members. All tasks that need to be completed will need the members' support. In the following months, several planned projects will be carried out. Students will receive emails about the forthcoming events and activities, and updates will also be posted on the GSA website, Instagram, and bulletin board. At the end of the term occurs the GSA election. Additionally, a lot of students have expressed interest in programs like U-Pass and the Health and Dental Benefits Plan, which have increased the benefits available to students. Thus, the introduction of U-Pass is a great addition this year and it will be activated from upcoming January 2024 Winter Semester.

# Highlights of the achievements of the GSA

1. The GSA President, Khalid Iqbal is an active Concordia board member and Secretary for Ab-GPAC.
2. GSA VP Finance and Services, Shihab Sharar Isa audited the financial statements along with Graeme Southwood from Sigma Accounting Group LLP and is a director for ab-GPAC.
3. GSA VP Academic Affairs and External Relations, Ramya Nekkanti is a voting member for various academic committees and is a member of ab-GPAC.
4. GSA VP Student Life, Kavya Sathya is responsible for all event executions that take place on campus.
5. There is a Graduate Representative Council (GRC), which is comprised of representatives from every graduate program, and Siddarth Dua is the GRC Chair and Pooja Shah is the secretary for all GRC meetings.
6. Procedures related to Finances are more streamlined and transparent now with suggestions and recommendations from Christine Chan, former GSA Bookkeeper and Graeme Southwood.
7. Significant work is in progress to improve student experience of academic and non-academic pursuits on campus.
8. GSA supports students by contributing to GSA awards, events, and providing funds for activities.
9. The events held so far were successful and benefited the students such as New Student Orientation Fall 2023 and Career Event.
10. More events have been planned and will be executed in the coming months.
11. Students in the psychology department raised a concern that their tuition fees did not cover student insurance, GSA addressed the matter and brought it up with the dean for clarification.
12. Giveaways are part of the events to encourage student participation.
13. Individual student grievances have been addressed and will continue to be addressed when approached in-person or through e-mail.
14. GSA gathers with all of the GRC members monthly in an online meeting to discuss the state of affairs and attempt to find solutions through discussion and consultation if new problems arise as well as talking about current university updates.
15. Social media platforms: GSA is actively promoting all CUE based events and the GSA website is up to date. There is also an Instagram account where updates are being posted. You can also reach out to the GSA executives via email or phone. Their information is available on the website.
16. GSA is a member of ab-GPAC (Alberta Provincial Advocacy Council). GSA council members attended the ab-GPAC board retreat meeting online.
17. GSA holds bi-weekly meetings with the Dean’s office.
18. Some of the GRC representatives are active board members of the faculty council.

# Financial Reports

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| **Sl.No** | **Name of the Document** | **Document** |
| **1** | GSA Budget 2023 - 2024 |  |
| **2** | Profit and Loss: January – December 2022 |  |

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| **3** | Balance Sheet: January – December 2022 |  |
| **4** | Audit Report - 2022 |  |

**Note: To view the document, double click on the Icon**

# RESPONSIBILITY OF GRADUATE STUDENTS’ ASSOCIATION

The Concordia Graduate Students Association is responsible for the preparation, fair and transparent presentation of financial statements in accordance with the GAAP standards and that the statements are free from any material misstatements, whether due to fraud or error.

If you have any questions or would like further clarification of any aspect of this request for bid, please contact me at gsapresident@student.concordia.ab.ca. I look forward to receiving your proposal.

Sincerely,

Khalid Iqbal

 GSA President