**MEETING MINUTES**

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|  | **Meeting:** | GSA Biweekly Council meeting |  |  |  |  |
|  | **Date of Meeting:** | 2nd April 2024 | **Time:** |  |  01:00 PM – 02:00 PM |
|  | **Minutes Prepared By:** | GSA President – Khalid Iqbal | **Location:** |  | HA-221 |
|  | **1. Meeting Objective** |  |  |  |  |  |

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| **2. Attendees** |

**Council Members**: Khalid Iqbal (President), Shihab Sharar Isa (VP Finance & Services), Kavya Sathya(VP Student Life), Dr. Patrick, Nadeen & New Council (Agbai, Ruth, Damilola)

 **Management** : None



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| 3. Agenda and Notes, Decisions, Issues |
| Topic | **Discussion** |
| GSA Meeting | * Khalid introduced the new council to Dr Patrick and Nadine and explained about the meetings moving forward.
* The dates are to be decided soon.
* Khalid mentioned about the dinner event that it was a successful event (GSA event).
* Khalid mentioned about the GSA activity fee and support fee.
* Kavya mentioned that increasing the fee would possibly cause issues with the new students coming in, like the U-Pass fees which were increased.
* Dr. Patrick mentioned that the GSA students are few of the most ardent users of the U-Pass.
* Kavya and Shihab mentioned the increase of the fee of the activity and support fee could cause issues for the students moving forward.
* Khalid mentioned about students asking about the U-Pass payment increase during the AGM.
* Khalid mentioned about the convocation to be held on the 1st of June, 2024. The current council is looking forward to the headcount so we can get an idea of what how to distribute.
* Kavya mentioned that the deadline for applying for graduation is done, so we can get merchandise based on the headcount.
* Kavya mentioned that the CSA students last year got merchandise, and similarly to the old council we can buy merchandise.
* Kavya mentioned that we will be there beyond the period.
* In the morning, we will have Faculty of Education and Faculty of Science, and Faculty of management (evening).
* Dr. Patrick mentioned that we can get a total number of students and Graduate students.
* Kavya mentioned that we can bags instead of having things out in the open.
* Ruth asked if it’s possible to give a unique design (CUE merchandise) for the students specific to GSA, and we mentioned that the items to give would be dependent on the budget and headcount.
* The current council mentioned about budget, and the payout that is provided will give an understanding of how much we can disburse to events.
* Dr Patrick mentioned that the payout fee is dependent on the credits for the students. He suggested having a flat-out fee which would be a good way for students moving forward.
* Ruth mentioned about the students not having enough information about the courses (they didn’t know what the course was about, is it going to be an elective or in-person). She mentioned about what if there is a way to know about the course.
* The new council mentioned if there can be a meet and greet for the students. Dr Patrick mentioned that we have a general orientation and then a specific degree orientation.
* Dr. Patrick suggested this last year said Kavya, and she mentioned that the number of students (headcount was difficult to get).
* Getting the group email was difficult last year, and we didn’t get a new grad number.
* Kavya mentioned about the date of the orientation, and the date was given.
* The challenge with international students is that some of them come in different times, 2 weeks from the orientation could be a better way to go about it.
* Dr. Patrick mentioned that census date is later (8 days, so 2 weeks would be tough). He suggested having a program orientation and general orientation in the same day (one plan).
* The new council mentioned about sending this link: <https://concordia.ab.ca/student-services/registrar/academic-calendar/2024-2025/14-0-course-descriptions/> to the new students. Also need to add if they have questions, they can ask the registrar’s office and international office in case the new students have any course related questions.
* Kavya mentioned about the insurance issue facing PsyD students. Dr.Patrick mentioned that he spoke Brian, the gallivant coordinator of PsyD, the planning administrator. Dr. Patrick will speak to the PsyD students and the CSA to get an understanding of the number of students and how many of them will get.
* Khalid mentioned about receiving an email about the research workshop not getting enough attendees during this time, and Dr. Patrick suggested having this research workshop for next semester in fall. Kavya suggested having it in the beginning to help students and later have it as a resource for students that wants to watch it for later.
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