


Meeting Agenda - General Council Meeting			
Date	18 th June 2024	Time	3pm-4pm
Minutes Prepared By	GSA VP Academic Affairs and External Relations – Ruth Ogadina	Location	GSA Office



Meeting Attendees:	
Council Members	Agbai Obasi Maxwell (President), Ogadina Ruth (VP Academic Affairs and External Relations), Damilola Adeosun (VP Student Life) and Micperry Iwezulu (VP Finance Services)
Management	Dr. Cecilia Bukutu

3: Agenda, Notes and Discussions	
Topic	Discussion
Status on previous follow ups	<p>Orientation date: August 29th, 2024.</p> <p>Dami confirmed that prices would fluctuate, and we would confirm and compare the vendors.</p> <p>Dr. Cecilia mentioned that Dr. Patrick would be aware of the number of students that are intending to come during the fall.</p> <p>Ruth will organize multiple program specific career events for different programs.</p> <p>After a week, we would send deadlines to students with respect to the form.</p> <p>Dami was able to gain access to the list serv.</p>
Orientation	<p>The orientation program would be based off of the previous orientation.</p> <p>The program planner leaflets would be designed and disbursed virtually to the students during the orientation through mails.</p> <p>During the event, we would send it virtually to students and mention it to the students while projecting the program planner.</p>

	<p>Public Health have separate orientations. Dr. Cecilia mentioned that the Public Health orientations would occur on the 29th as well, in the afternoon.</p> <p>The orientation would last for half a day to help Public Health students to attend their private orientation.</p> <p>MicPerry said we can work with an estimated number of students for all our events and receive funding early on.</p> <p>We should explain to students on the benefits of the students being in the GSA during our GSA speech during the orientation, this would be done by Maxwell.</p> <p>Dami can speak on the Gender and Sexual Violence, so Maxwell could focus on the GSA and the school.</p> <p>We would budget for the orientation with estimated numbers due to unforeseen circumstances e.g. visa denials and so on.</p>
<p>GSA Fresher Mixer</p>	<p>We should confirm our roles for the Thunderfest with the CSA.</p> <p>The GSA will curate an orientation draft for the students and send it to Patrick immediately it is completed.</p> <p>Dami mentioned the RBC representative wanted to help students set up bank accounts and asked if RBC could attend the graduation. Dr Cecilia asked her to forward the mail to Patrick to verify if just RBC could come or if multiple banks could come.</p> <p>Dami would clarify on what RBC would bring to the table to benefit students. ISACA and the ISC2 groups would have speech.</p>

<p>Follow Ups for next meeting</p>	<ul style="list-style-type: none"> - Orientation Program will include 2-3 breaks with a duration of 10-15 minutes and will last about 3 hours, inclusive of the school tour. - Finalize on the people delivering speeches. - Orientation Budget and shared spreadsheet on vendors and their prices. - The Executive Community could get distinct shirts and long-sleeved hoodies. - Ruth on researching and setting up multiple student chapters for multiple organizations before the orientation so more students can join. - Ruth will confirm the timetable for students for the fall semester to get an approximate date for the exclusive GSA event and also get into the group chats for different courses. - The Executive Community could get permanent/temporary badges including our names and roles. - We could get about 20 vague volunteer lanyards and IDs for students. - We could have a special mixer for new students with games, banks, and food, and meet-and-greet with the GSA committee, a name would be agreed upon much later and Dami will make an estimate for a lowkey. - Ruth would send mails to the dean and other people speaking during the orientation after Dami clarifies our orientation plans (time, speeches, speech duration, date) with Janet. - Ruth will reach out to the various graduate representatives to confirm on their sub-groups (e.g. ISC2 and ISACA for MISSM/MISAM) - Dami will reach out to the rainbow printing to clarify branding costs.