

CD-0220

**GSA Regular Council Meeting – Saturday February 20th 2016, 1:00PM to 4:00PM,
Location: GSA House / PLEASE PRINT YOUR OWN COPY**

DRAFT AGENDA

0. Attendance Sheet verification at 5:30pm
1. Call to Order (1 min)
2. Adoption of the Agenda (5 mins)
3. Council Business (5 mins)
 - 3.1 Appointment of minute taker and chair
 - 3.2 Chair's remarks
4. Approval of February 7th 2016 meeting minutes
5. Executive reports discussion (90 mins) (Appendix I)
 - President
 - VP internal
 - VP external
 - VP mobilization
 - VP academic
6. New Business (75mins)
 - 6.1 Councillors accountability
 - 6.2 Hiring committee organization
 - 6.3 Callout for CRO
 - 6.4 Elections
 - 6.5 Elections Judicial committee
 - 6.6 CFS vs RAE vs GSA (Closed session preferable)
 - 6.7 Petition to amend the bylaws
 - 6.8 Appointments committee recommendations
 - 6.9 Funding committee recommendations (academic projects)
 - 6.10 Funding committee recommendations (special projects)
7. Other Business (4 mins)
8. Adjournment

Council Meeting February 20, 2016 MINUTES
CO-20160220

Meeting Facilitator:

Minutes Taker: Jawad

Present

Councilors: Ashley, Michael, Vivek, Keroles, Nirmal, Sapandeep, Korosh, Rahul, Aria, Narender

Executives: Jawad, Surekha, Alex

Staff: Vinay

Observers:

1. Call to Order

Called to order at 1:19 pm

2. Adoption of the Agenda

Motion CO – 20160220 - 01

Amendment: moving 6.1 to 6.10

Unanimous

Agenda as adopted:

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3. Council Business (5 mins)

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3.2 Chair's remarks

4. Approval of February 7th 2016 meeting minutes

5. Executive reports discussion (90 mins) (Appendix I)

- President
- VP internal
- VP external
- VP mobilization
- VP academic

6. New Business (75mins)

6.1 Hiring committee organization

6.2 Callout for CRO

6.3 Elections

6.4 Elections Judicial committee

6.5 CFS vs RAE vs GSA (Closed session preferable)

6.6 Petition to amend the bylaws

6.7 Appointments committee recommendations

- 6.8 Funding committee recommendations (academic projects)
- 6.9 Funding committee recommendations (special projects)
- 6.10 Councillors accountability
- 7. Other Business (4 mins)
- 8. Adjournment

3.1 Appointing Minute Taker/Chair

Motion CO – 20160220 - 02

BIRT: Mat be appointed as chair and jawad be appointed as minute taker.

Moved: sapandeeep

Seconded: Ashley

Adopted Unanimous

3.2 Chair's Remarks

4. Motion CO – 20160220 - 03

BIRT Feb. 7th Minutes be approved.

Moved: sapandeeep

Seconded: Ashley

Adopted Unanimously

5.1 Executive reports

Finance manager presentation:

Motion CO – 20160220 - 04

BIRT the budget committee must be convened to plan and present the budget in proper format before the next council meeting

Moved: vivek

Seconded: sapandeeep

Adopted Unanimously

President Presentation:

Motion CO – 20160220 - 05

BIRT the speaking right be extended

Role call: unanimous

Adopted unanimously

VP Internal presentation:

VP External presentation:

VP Mobilization: Absent

Motion CO – 20160220 - 06

BIRT: The monthly bursaries for February to all the executives be approved

Moved: Rahul

Seconded: Korosh

For: Rahul, Lota

Abstain: *Ashley, Michael, Vivek, Keroles, Nirmal, Sapandeep, Korosh, Aria.*

Adopted

New Business

6.1 Hiring committee organization

Whereas there have been some instances where it seems that the conflict of interest policy was not respected

Whereas members question the hiring practices at the GSA

Whereas the committee has always seemed to be disorganized

BIRT the conflict of interest policy be read at the beginning of each hiring decision meeting (pre-selection, interview and final selection meetings) to ensure that all the committee members understand and abide by this policy

BIFRT a decision matrix be developed to select successful applicants

BIFRT that decision matrix be presented to council when justifying a particular selection

Moved: Vivek

Seconded: Rahul

Amendment:

Motion CO – 20160220 - 07

Remove BIFRT that failure to submit the report (including the matrix) will result in monetary sanctions

Abstain: aria

Adopted

Vote on main motion:

Motion CO – 20160220 - 08

Whereas there have been some instances where it seems that the conflict of interest policy was not respected

Whereas members question the hiring practices at the GSA

Whereas the committee has always seemed to be disorganized

BIRT the conflict of interest policy be read at the beginning of each hiring decision meeting (pre-selection, interview and final selection meetings) to ensure that all the committee members understand and abide by this policy

BIFRT a decision matrix be developed to select successful applicants

BIFRT that decision matrix be presented to council when justifying a particular selection

For: kero, Ashley

Abstain: michale, sapandeep, narender, korosh, aria

Against: rahul, vivek, nirmal

Motion Failed

Call for break:

at 3:13 pm

Adopted

6.2 Callout for CRO

Whereas last year general elections campaign was called out very late

Whereas this made the CRO work for lots of hours in a very short period of time

BIRT the callout for the CRO be sent out as soon as possible

Moved: rahul

Seconded: vivek

Motion CO – 20160220 - 09

BIRT roberts rule be suspended for an informal discussion

For: *Ashley, Michael, Keroles, Nirmal, Sapandeep, Korosh, Rahul, Aria, Narender*

Against: Vivek

Abstain:

Adopted.

Amendment:

Motion CO – 20160220 - 10

BIFRT the hiring committee specific to the task of hiring CRO be composed of Michael, Rahul

Roll call on amendment

For: *Ashley, Keroles, Nirmal, Sapandeep, Korosh, Rahul, Aria, Narender*

Against: michael

Abstain:

Adopted

Main motion:

Motion CO – 20160220 - 11

BIRT : The motion be tabled

FOR: *Ashley, Michael, Vivek, Keroles, Nirmal, Sapandeep, Korosh, Rahul, Aria, Narender*

Against:

Abstain

Adopted: unanimously

Motion CO – 20160220 - 12

BIRT that the Agenda except 6.8 and 6.9 be tabled for next council meeting

Adopted: Unanimously

6.8 Funding committee academic projects recommendations

Motion CO – 20160220 - 13

BIRT the council approves the funding committee’s recommendation and allocates the funds to the following associations

Academic Project Funding		Priorities						Number of Priority met /6	Amount Required	Amount Allocated	Explanation	
Name of the Group or Association	Project	Eligible	a. Registered with GSA	b. Doesn't have its own fees	c. Largely advertised and accessible to all GSA members	d. Free for GSA members	e. Did not receive funding from GSA					f. Applying to other sources of funding
graduate symposium in the department of education	21st century learning: Collaboration, Creativity and New technologies.		0	0		1		1	2	1500	500	
Hispanic studies GSA	Hispanic studies international colloquium		1	1		1	1	1	5	500	500	
Headlight Anthology	Solpist			1				1	2	500	500	
Art education GSA	Art education GSA symposium		1	0		1	1	1	4	500	500	
TOTAL	TOTAL								0	3000	2000	

Moved: keroles

Seconded: Michael

For: *Ashley, Michael, Vivek, Keroles, Nirmal, Sapandeeep, Korosh, Rahul, Aria, Narender*

Against:

Abstain:

Adopted unanimously

6.9 Funding committee special projects recommendations

Motion CO – 20160220 - 14

BIRT the council approves the funding committee’s recommendation and allocates the funds to the following associations

Moved: Keroles

Special Project Funding		Priority				Number of Priority met /4	Amount Required	Amount Allocated
Name of the Group or Association	Project	Eligible	a. Relate Directly to one GSA Goals, Mandates or Principles	b. Registered with GSA	c. Doesn't have a regular source of funding			
Hypotheses	2015-16 Hypotheses symposium series		1		1	0	500	500
Cinema Politica Concordia	Cinema against Oppression		1		1	1	500	500
Concordia English Grad student colloquium committee	Monstrous Impositions		1	1	1	1	500	500
CISA	Cultural fair 2016			1			500	500
Art history Graduate Student Association	"Winter socail"		1	1			500	500
Art history Graduate Student Association	Third floor general		1	1			500	500
TOTAL	TOTAL						3000	3000

Seconded: vivek

For: *Ashley, Michael, Vivek, Keroles, Nirmal, Sapandeep, Korosh, Rahul, Aria, Narender*

Against:

Abstain:

Adopted Unanimously

Motion to adjournment

Motion CO – 20160220 - 15

Adopted Unanimously

Adjournment at 4:01 pm

Appendix I

GSA President – Alex Ocheoha

We had a successful General Assembly on January 29, 2016 and will be planning for another GA in the coming month. This month we has two events, the Chinese New Year Social and the Valentine Party.

This month I helped to review CVs and cover letters for the administrative assistant position and for the meeting facilitator position for which interviews were held. We hired new administrative assistants who will undergo training and orientation.

GSA Lounge Renovation – Complete

GSA Café – Suspended

New Filing System – In Progress

We received application for the records & archives administrator position. Interviews will be held during the first week of March 2016. The project will be fast tracked once someone is hired.

Internal Controls – In progress

Following the by-law change for compulsory audits it is very important that we have a good internal control system in place. Late last month we started using expense reimbursement forms. We started the implementation of a new petty cash system. I liaised with the auditor and responded to his queries.

GSA Advocacy Center – In progress

With the approval of the new staff position the process to hire GSA student advocates has commenced. I am working towards finalizing the job descriptions for the position. I met with the union president and we will be coming up with a draft agreement soon.

In the meanwhile I have met with students for advocacy related matters and have spent time working on advocacy cases.

February 15, 2016 – Meeting with the coordinator CSU advocacy center.

GSA French classes – In Progress

The French classes commenced on Monday, January 25, 2016. The feedback from the classes have been positive. Projector screens have been purchased. There were request for computers with DVD players which will be ordered this week.

Printing and Copying Service – In Progress

I liaised with the Xerox representative. The printing and copying service will commence before the break or immediately after.

GSA website – In progress

January 29, 2016 First Winter General Assembly

January 29, 2015 – The first winter 2016 general assembly was successful over 100 student s attended.

Academic Survey

I did some work on analyzing the academic survey, and more work would be done in March 2016. The survey results is scheduled to be released in March 2016.

Board of Governors meeting – February 17, 2016.

Senate Meeting – December 4, 2015. I and Khushbo Handa were present. Concordia president said that there was no decision yet to increase international tuition. We need to continue with our campaign against increases in tuition fees.

GSA council meeting – February 20, 2016 (scheduled)

Executive committee meeting – February 11, 2016 and February 19, 2016 (scheduled)

Hiring committee meeting – February 10, 2016 (Interviews), February 13, 2016 and February 16, 2016 (Interviews).

Other Activities:

Produced and distributed GSA newsletters for February 5, 2016 and February 11, 2016

Processed departmental allocations for 2015-2016.

Processed funding applications for fall 2015.

February 15, 2016 – Filled in for the administrative assistant position for a full day.

February 16, 2016 – Meeting with District 3 Events and Communication Coordinator.

February 17, 2016 – Meeting with the Dean of Students about an upcoming event in March.

February 18, 2016 – Graduate career options event (scheduled).

VP Internal – Surrekha Reddy

INVENTORY UPDATE

All the required snacks, drinks etc... Which have been purchased from COSTCO is used in the orientation.

WINTER ORIENTATION 2016-EXPENSES

ORIENTATION WINTER 2016	
NATURE	EXPENSES
COSTCO	2500
orientation	5871.74
ASSISTANTS PAYMENT	660
Total	9031.74

TASKS

- Space Booking, Food,internal co-ordination
- Hiring assistants, scheduling for events.
- Mailing and calling the assistant in charge for the event a day before. Getting ready and space booking documents submissions to the security.
- Checking on the breakfast every morning at 8am.
- Getting ready for the afternoon and evening events.
- Arranging the petty cash for events.

EVENTS AND OUTCOMES

1) Event and Details:

The GA was planned to be held on 29th JANUARY, all the arrangements were made food, space booking, etc.,

DATE	TIME	EVENT	PLACE
12.02.2016	5PM-10PM	Chinese new year	GSA lounge

The event took place at the GSA lounge, where Chinese food was served and the event expenses were below what is budgeted.

GA

Making arrangements for GA, mobilizing in the hall, registration of students.

Student ADVOCAY Problems

During my office hours I take care over few advocacy problems and try to get info and solve them depending on the problem, and pass on complicated issues to the president.

FUNDING AND ALLOCATIONS

There are special academic projects fund that been delayed from a long time, all the applications received are perfect, and waiting for the funding committee to give recommendations.

FRENCH AND ENGLISH CLASSES

The classes started and going well.

ACTIVITIES AND OUTCOMES

- ❖ Chinese new year and valentines' day events planning .
- ❖ Funding and allocations work, reviewing all the documents submitted by the associations and groups. Contacting them back on the status, missing documents. Approving the amount of fund.
- ❖ Lounge bookings
- ❖ Looking over and cross checking the inventory.
- ❖ GA space booking, food waivers, organizing.
- ❖ Filing winter orientation expenses.
- ❖ Filing events and internal expenses
- ❖ Event and mobilization Assistants payments.
- ❖ Scheduling tasks for events

- ❖ Going through the time schedules and preparing schedules for staff and executives
- ❖ Looking into the finances work.
- ❖ Checking with Concordia security for events and permits.
- ❖ Booking spaces for graduate students for their workshops and lectures. Booking space for the associations/budget code.
- ❖ Documenting all the expenses.
- ❖ Looking into Record keeping and filing system in the office.

VP EXTERNAL – Mohammad Jawad Khan

January 27th (6 hours)	1. GA Mobilization
January 28th (7 hours)	1. GA Mobilization 2. Staff and executive meeting
January 29th (8 hours)	1. GA Mobilization and a successful GA
January 30th (4 hours)	1. Council meeting.
February 1st (2 hours)	1. Documented the hours for Mobilization assistants with finance manager. 2. Coordination with AVEQ for a presentation in the council meeting.
February 2nd (2 hours)	1. Coordination with CUPFA regarding Gentrification and the Creative Economy in a "Pacified" Rio de Janeiro with Dr. James Freeman.
February 4th (40 minutes)	1. Set up doodle for QSU and GSA discussion session and email follow up.
February 5th (2 hours)	1. Meeting with CUPFA regarding next event for speaker series.
February 7th (3 hours)	1. Council meeting
February 9th (2 hours)	1. Email Coordination with CUPFA regarding February 18 th event "A Rap Against Austerity workshop! w/ Rap Battles for Social Justice"
February 10th (45 minutes)	1. Hiring Committee meeting (skype).

February 11th (5 hours)	<ol style="list-style-type: none"> 1. Funding Committee meeting. 2. Executive Committee meeting.
February 12th (3 hours)	<ol style="list-style-type: none"> 1. GSA Chinese New year.
February 13th (9 hours).	<ol style="list-style-type: none"> 1. GSA Valentines Party. 2. Hiring Committee meeting
February 16th (4 hours)	<ol style="list-style-type: none"> 1. Hiring Committee meeting

VP mobilization – Bhavreet Gill

Action plan for winter 2016

VP Mobilization

- Austerity speaker series with CUPFA & CSU.
- Second General Assembly for winter semester (March 2016)
- Mobilization for the upcoming GSA winter events
- Campaigns for winter semester which includes anti-austerity & the BDS committee.
- Appointing the Campaigns coordinator, Outreach coordinator for GSA (along with the hiring committee)

REPORT MISSING DUE TO TRAVEL