

## **GSA Council Meeting Minutes**

**Date:** Monday, June 13<sup>th</sup>, 2016

**Time:** 5:00 PM to 7:00 PM

**Venue:** 2030 Mackay Street, Suite 202, Montreal H3G 2J1 (GSA House)

 Save a tree. Please don't print unless it's really necessary.

**Meeting Facilitator:** Carlos Jabbour

**Minutes Taker:** Carlos Jabbour

### **Present**

**Councilors:** Samer Elzahab, Zhe Zhao, Bhavreet Gill, Sushmita Roy, Qi Gao, Ahmad Jabri, Mengjiao Zhao, Rishi Ramayanam, Mohd Azam Khan, Saheer Ali, Jessica Cabana, Cainy Mok, Melissa Tamporello, Keroles Riad

**Executives:** Soliman Abu-Samra, Mahsa Khoshab, Nasir Shafique, Rafi Azad, Mudaser Akbar

### **Absent**

**Councilors:** Esmaeel Kariminezhad, Kartik Narayanan, Faten Sibli, Boyang Pan, Magdalena Ivaseko

### **Final Agenda:**

0. Attendance Sheet verification at 5:00 PM
1. Call to Order
2. President Welcome Speech
3. Adoption of the Agenda
4. GSA House Cleaning and Re-structuring
  - 4.1 Motion to purchase PS4 for GSA lounge (Rafi Azad), 2nded
5. Conference Subsidy
6. Committees Appointment

- 6.1 Budget Committee (Appendix I)
- 6.2 Hiring Committee (Appendix I)
- 6.3 Appointment Committee (Appendix I)
- 6.4 General Assembly Committee (Appendix I)
- 6.5 Student Life Committee (Appendix I)
- 6.6 Campaigns Committee (Appendix I)
- 7. Appointment of the Chair (Closed Session)
- 8. Directors' Orientation Event (Meeting Facilitator Initiative)
- 9. End of Month Council Meeting Date
- 10. Other business
- 11. Adjournment

**1. Call to Order**

Called to order at 5:05

**2. President Welcome Speech**

2.1 President welcome speech and clarification of inaccessibility to official president email (credentials have yet to be handed over by outgoing president)

**3. Adoption of the Agenda**

Be It Resolved That the following agenda be adopted for today's Council meeting:

**Moved:** Keroles Riad

**Seconded:** yes

**For:** Maj

**Against:**

**Abstain:**

**Adopted**

**4. GSA House Cleaning and Re-structuring**

*Motion CO- 20160613-01*

To purchase PS4 for GSA lounge

**Moved:** Rafi Azad

**Seconded:** yes

**For:** Maj

**Against:**  
**Abstain:**  
**Adopted**

## 5. Conference Subsidy

Details of GSA conference subsidy presented:

### *Motion CO- 20160613-02*

Amendment to clarify language around allowance of subsidy when funds are being received from other sources.

**Moved:** Name missing  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

## 6. Committees Appointment

### 6.1 Budget Committee

#### *Motion CO- 20160613-03*

Samer El Zahab - ENCS  
Shaheer Ali – JMSB  
Melissa Tamporello - Fine Arts  
Cainy Mok -Arts and Science

**Moved:** Soliman  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

### 6.2 Hiring Committee (Appendix I)

#### *Motion CO- 20160613-04*

Sushmita - ENCS  
Mohd - JMSB  
Melissa Tamporello - Fine Arts  
Arts and Science – postponed to next meeting

**Moved:** Soliman  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

### 6.3 Appointment Committee (Appendix I)

*Motion CO- 20160613-05*

Jessica Cabana

Joy

2 more postponed for next meeting

**Moved:** Soliman

**Seconded:** yes

**For:** Maj

**Against:**

**Abstain:**

**Adopted**

### 6.4 General Assembly Committee (Appendix I)

*Motion CO- 20160613-06*

Jessica Cabana

Melissa Tamporello

Ahmad Sabri

Rishi

**Moved:** Soliman

**Seconded:** yes

**For:** Maj

**Against:**

**Abstain:**

**Adopted**

### 6.5 Student Life Committee (Appendix I)

*Motion CO- 20160613-07*

Zhe Zhao

Joy

Bhavreet

Azam

Keroles Riad

**Moved:** Soliman

**Seconded:** yes

**For:** Maj

**Against:**

**Abstain:**

**Adopted**

### 6.6 Campaigns Committee (Appendix I)

*Motion CO- 20160613-08*

Ema

Jessica Cabana  
Bhavreet  
Sushmita

**Moved:** Soliman  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

### **6.7 Policy Committee Formation**

*Motion CO- 20160613-09*

*Committee to conduct research and improve upon GSA policies (composed of: minimum 2 execs, 6 council member (3 needed for korum))*

**Moved:** Jessica Cabana  
**Seconded:** Keroles  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

### **6.8 Policy Committee**

*Motion CO- 20160613-10*

*Vote for policy Committee composition*

**Exec team** – Rafi, Soliman

**Councillors** – Keroles Riad, Jessica Cabana (chair), Cainy Mok, Shaheer Ali, Emma, Samer

**Moved:** Soliman  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**  
**Adopted**

### **6.9 Policy Committee Chair**

*Motion CO- 20160613-11*

*Select chair for policy committee*

Jessica Cabana

**Moved:** Soliman  
**Seconded:** yes  
**For:** Maj  
**Against:**  
**Abstain:**

**Adopted**

**7. Appointment of the Chair (Closed Session)**

Carlos Jabbour took chair to facilitate chair interview process

**Interviewees:**

Jillian Vasko

Mohammed Alsharqawi

Myriam Kharma

**Director votes:**

Myriam - 1

Mohammed - 0

Jillian – majority

Soliman to inform candidates of results by email

**8. Directors' Orientation Event (Meeting Facilitator Initiative)**

Carlos Jabbour described details of a potential orientation event for directors.

Details to come.

**9. End of Month Council Meeting Date**

Carlos Jabbour to send doodle out for next meeting

**10. Other business**

*Motion CO- 20160613-12*

Iftaar party at GSA

**Moved:** Muhammed

**Seconded:** yes

**For:** Maj

**Against:**

**Abstain:**

**Adopted**

**11. Adjournment - 6:53 pm**

## **APPENDIX I (COMMITTEES APPOINTMENT)**

### *6.1 Budget Committee*

- The Budget Committee is defined in Article XII of the Bylaws. The Budget Committee shall be composed of:
  1. The President – Who will be the chair
  2. The Vice-President Internal
  3. The Vice-President External
  4. Four current council directors representing separate faculties and appointed by Council
  5. The Finance Manager shall be the secretary of the Budget Committee. The Finance Manager will have the ex-officio status (non-voting member) at the Budget Committee meetings.
  6. The secretary shall attend all open meetings of the Budget Committee.
- Quorum shall be composed of four (4) voting members.
- Members of the Budget Committee shall be given a notice of at least four (4) calendar days before the meeting takes place, unless waived by every member.
- The Budget Committee shall be responsible for selecting and recommending an external auditor to the General Assembly.
- The Budget Committee will be responsible for the creating of Quarterly Financial Statements to be presented to Council in the months September, January, March and May.

### *6.2 Hiring Committee*

- The Hiring Committee shall be composed of:
  1. The President – Who will be the chair
  2. The Vice-President Internal
  3. The Vice-President External
  4. The Vice-President Academic and Advocacy
  5. The Vice-President Mobilization
  6. Four current council directors representing separate faculties and appointed by Council
- Quorum shall consist of five (5) members of the Hiring Committee.
- The Hiring Committee shall be responsible for hiring vacant GSA Staff positions.

### *6.3 Appointment Committee*

- The Appointment Committee shall be composed of:
  1. The President – Who will be the chair
  2. The Vice-President Internal
  3. The Vice-President External
  4. The Vice-President Academic and Advocacy
  5. The Vice-President Mobilization
  6. Four current council directors representing separate faculties and appointed by Council
- Quorum shall consist of five (5) members of the Appointment Committee.
- The Appointment Committee shall be responsible for appointing GSA University Bodies.

### *6.4 General Assembly Committee*

- The General Assembly Committee shall be composed of:
  1. The President – Who will be the chair
  2. The Vice-President Internal
  3. The Vice-President External
  4. The Vice-President Academic and Advocacy
  5. The Vice-President Mobilization
  6. Four current council directors representing separate faculties and appointed by Council
- Quorum shall consist of five (5) members of the General Assembly Committee.
- The General Assembly Committee shall be responsible for creating the agenda for the General Assembly.

### *6.5 Student Life Committee*

- The Student Life Committee shall be composed of:
  1. The President
  2. The Vice-President Internal – Who will be the chair
  3. The Vice-President External
  4. The Vice-President Academic and Advocacy
  5. The Vice-President Mobilization
  6. Four current council directors are appointed by Council
  7. The Service Manager will have the ex-officio status (non-voting member) at the Student Life Committee meetings.
- Quorum shall consist of five (5) members of the Hiring Committee.



- The Student Life Committee shall be responsible to assist the Vice-President Internal and the Service Manager in organizing the GSA Fall and Winter Orientations. In addition, they shall plan and compose the budget for social events, parties, trips, etc...

#### *6.6 Campaigns Committee*

- The Campaigns Committee shall be composed of:
  1. The President
  2. The Vice-President Internal
  3. The Vice-President External – Who will be the chair
  4. The Vice-President Academic and Advocacy
  5. The Vice-President Mobilization
  6. Four current council directors are appointed by Council
  7. The Campaign Coordinator will have the ex-officio status (non-voting member) at the Campaigns Committee meetings.
- Quorum shall consist of five (5) members of the Campaigns Committee.
- The Campaigns Committee shall be responsible to assist both the Vice-President External and Vice-President Mobilization in conception, planning, mobilization, and logistics of GSA campaigns.