

**MEETING MINUTES**

<b>Meeting:</b>	13th GSA Council Meeting		
<b>Date of Meeting:</b>	November 27, 2017	<b>Time:</b>	1:00 p.m. – 2:30 p.m.
<b>Minutes Prepared By:</b>	GSA Secretary	<b>Location:</b>	GSA Office Guild Hall

**1. Meeting Objective**

13th GSA Council Meeting

**2. Attendees**

Council Members: Ranbir Bali, (President), Caesar Clemente (VP for External and Internal), Samip Dhakal (Representative), Vera Nwaka (VP finance)

Management Representatives: Dean Colins Neufeldt (Dean of Graduate Students)

Absent: Erin Archer (Representative),

**3. Agenda and Notes, Decisions, Issues**

Topic	Discussion
<b>Meeting Protocols</b>	<ul style="list-style-type: none"> <li>- <b>The last meeting was approved by the council.</b></li> </ul>
<b>Future Projects</b>	<ul style="list-style-type: none"> <li>- - The MISSM/MISAM representative reported the success of the recent COBIT training. As stated in the previous meeting, the council reaffirmed that any student claiming for the 100 dollars subsidy should show proof of passing the COBIT certification course.</li> <li>- - The MISSM/MISAM president also informed the group of a future IT seminar in LEAN IT. He said this project is scheduled for the reading week of the winter session (Please see attached detail document). The president reminded the MISSM/MISAM representative that the project is good, but he has to do it within the budget allotted for the program.</li> </ul>
<b>Christmas Party</b>	<ul style="list-style-type: none"> <li>- - The VP for external and internal reported that the planned Christmas party would be on December 15 instead of December 16 due to the availability of the place. Three places were initially scouted, but due to scheduling problems and space issues the 3, places did not fit the requirements. Instead, the VP for external and internal suggested Earls, Jasper Avenue for the event.</li> <li>- - The VP for internal and external further stated, to reserve the atrium at Earls, an amount of 1500 for a minimum of 35 guests is needed. The amount is consumable with whatever food and drinks that group decides to order.</li> <li>- - The council agreed with the location and the amount. Preparation for other logistics (invitations and programs) will be discussed in future meetings.</li> </ul>
<b>Scholarship and Bursary</b>	<ul style="list-style-type: none"> <li>- - The council decided that there will be two types of program that will be sponsored by GSA. One is the scholarship program and the other one a bursary program. The scholarship program is based on academic merit. The council decided to allocate a 1000 dollar for a scholarship. Mechanics on how to qualify for the scholarship will be discussed in future meetings.</li> <li>- - The group also decided to allocate two bursary awards amounting to 500 dollars each to qualifying students. Mechanics on how to qualify the bursary will be</li> </ul>

	discussed in future meetings.
<b>Other Issues</b>	<ul style="list-style-type: none"><li>- - Dean Colin informed the group that GSA incorporation issues will be coming out soon. He also reminded the GSA to approve the policies regarding the election, roles, and responsibilities of representatives and meetings and office hours as soon as possible.</li><li>- - The Psychology department representative had officially resigned. The president stated he would request the department to assign a new representative.</li></ul>



#### 4. Action Items

1	Caesar	Christmas Party	December 15	6-9PM
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