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**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 (20 mins)
  - 3.1 Appointing Minute Taker
  - 3.2 Impeached from Council
4. Approval of Oct. 4<sup>th</sup> Council Meeting Minutes (5 mins)
5. Business Arising from the Minutes, LINK (50 mins)
  - 5.1 Repeal Facebook Ban
6. New Business, LINK (15mins)
  - 6.1 Annual Budget
  - 6.2 GA Agenda
  - 6.3 Hispanic Graduate Students Association (HSGSA)
  - 6.4 Bonus
  - 6.5 Oversight Committee Motions
  - 6.6 Concordia Cricket Kit
  - 6.7 Online Voting System
  - 6.8 Abolishing Directors
  - 6.9 Council Rules
  - 6.10 Funds Accumulated from Health and Dental Plan (Request for closed session)
  - 6.11 GSA Website
  - 6.12 GSA Austerity research group
  - 6.13 Annual Events Plan and Budget
  - 6.14 GSA Logo, Funding and Allocations
  - 6.15 Open Facebook
7. Appointments
  - 7.1 Tribunal Pool
8. Reports, LINK
  - 8.1 President
9. Other Business (35mins)
  - 9.1 CFS case conclusion briefing (Closed session)
  - 9.2 New Finance Manager Employment Contract (Closed session)
  - 9.3 Outreach Coordinator Position (Closed session)
10. Adjournment

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## Appendix I – Motions

### 1.1 Call to Order

### 2.1 Adoption of the Agenda

#### *Council Business*

### 3.1 Appointing Minute Taker

### 3.2 Impeached from Council

Seeing the nature of issue faced by ENCS director Narinder Singh Lota, and his lack of presence in GSA council meetings when call into question the integrity or validity of his position as director for ENCS was made. It is here by advisable to impeach Narinder Singh Lota from the GSA council and the position of ENCS director.

BIRT, Narinder Singh Lota should and must be impeached from the GSA council and the position of ENCS director.

#### *Minutes*

### 4.1 Approval of Sept. 26<sup>th</sup> Council Meeting Minutes

Also in Council Archive, [LINK](#)

#### *Business Arising*

### 5.1 Repeal FaceBook Campaign Ban Motions

Whereas GSA follows the direct democracy model where the emphasis is on the idea that everyone has an influencing voice, freedom of speech is crucial and the idea that we can tell members what it is they can and cannot say within the GSA community cannot be reconciled with. Just as crucial is students' informed and effective engagement that can best be facilitated via access to information and transparency.

*Council previously split the following motion:*

#### MOTION A

BIRT the following text “

a. All campaign materials prior to distribution shall be approved by the C.R.O. This includes any and all:

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- i. Printed materials
- ii. Electronic communications, including e-mail, personal websites and other external websites.
- iii. Any other form of communication not outlined within.

”

be stricken from election regulation and replaced with “Slander, false allegations and name calling are grounds for disciplinary measures up to disqualification at the discretion of a non-prejudiced judicial committee that has to be convened within two business days of a complaint filed within a maximum of three business days of the alleged offense. Lack of due process negate all consequences of the complaint”

**MOTION B**

BIRT Council meetings and GAs be live tweeted and live streamed as arranged by VP mobilization. A twitter account is maintained by VP mobilization (1-2 tweets/day).

**MOTION C**

BIRT motion CO-20141022-09 (old live tweeting motion) be stricken.

*New Business*

**6.1 Annual Budget**

*The budget will be available after the budget committee meeting happening from 5-6PM on Saturday. The President will make the budget available.*

**6.2 GA Agenda**

0. Plenary to explain/ask questions about agenda items
1. GA business
  - 1.1 Call to Order
  - 1.2 Appointment of Chair and Secretary (Chair's report on procedure)
  - 1.3 Approval of the Agenda
  - 1.4 Approval of the past GA minutes
2. Business arising
  - 2.1 Bylaw changes (20 mins)
  - 2.2 President's report (10 mins)
  - 2.3 Budget (20 mins)
  - 2.4 Auditor Appointment (10 mins)
  - 2.5 Financial Statement (20 mins)
  - 2.6 Elections (30 mins)

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3. New business
  - 3.1 Austerity (30 mins or more)
4. Other business
  - 4.1 Announcement of election results (5 mins)
5. Adjournment

**6.3 Motion to support the stance of the Hispanic Graduate Students Association (HSGSA)**

Whereas these some graduate students in the Department of Classics, Modern Languages and Linguistics, studying for the M.A. in Hispanic Studies had one of their courses scheduled for the fall 2015 semester cancelled, due to insufficient enrollment.

Whereas this course, SPAN 603 is one of the compulsory core courses within their program and is required for the completion of their degree.

Hispanic Graduate Students Association (HSGSA) has voiced their outrage at the manner in which the affected students were treated.

Whereas the HSGSA passed a resolution requesting for assurance that their compulsory courses scheduled for the winter 2016 semester will take place regardless of the number of students.

BIRT the GSA supports the stand of the Hispanic Graduate Students Association (HSGSA) and offer them the required assistance to ensure that their compulsory courses take place irrespective of the number of students.

**6.4 Bonus**

Whereas the fall orientation was a success

Whereas considerable amount of work was performed by all the executives

Be it resolved that the Execs receive a bonus of up to \$1100

BIFRT this bonus will be included in their December bursary

**6.5 Oversight Committee**

Minutes in the Council Archive, [LINK](#)

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- i. Whereas the communication manager is in charge of GSA website and newsletter  
Whereas GSA has not filled that position yet  
Oversight Committee recommends to council that the VP Mob should have full power over the website and newsletter making and distribution  
Oversight Committee also recommends to council that if another executive/president fulfills these tasks without VP Mob consent, that exec will have his bursary be cut by half
- ii. Oversight committee recommends to council to approve full bursaries to each of the executives
- iii. Oversight committee recommends to council to extend oversight committee mandate to include a review of the bursary policy.
- iv. Oversight committee recommends to council to modify committee mandate to meet at least 7 days before monthly council instead of 10 days.
- v. Oversight committee recommends to council to approve full bursaries to each of the executives
- vi. Oversight Committee recommends to Council to have the Finance Manager make variance analysis (up-to-date expenses VS budgeted expenses) when presenting monthly expenses.

## **6.6 Concordia Cricket Kit**

### **6.7 Online Voting System (Bylaw change requires a 2/3s majority vote)**

Whereas the significance of the council about the decision to be made prior to the council meetings in case of motions, which concerns to the tasks with prior importance and time sensitive nature of the tasks to be dealt with.

BIRT, an online voting system should be formed to deal with tasks with prior importance and time sensitive in nature. And the councillors will be given two days to vote on the motion. The outcome of the decision will be based upon the number of voting council members taking part in the online voting system.

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BIFRT, all the council member who fail be a part online voting system for three consecutive online polls will have to face disciplinary action (to be decided by the council members) taken against him/her in the council meeting which is to held at the end of each and every month. Being said as an Executive playing the major role in the motion, if failed to convey the importance of the motion to the voting council members will face disciplinary action (to be decided by council members).

**6.8 Abolishing Directors (Bylaw change requires a 2/3s majority vote)**

Seeing the amount of work put by the executive team for a given task and the time lost due to the fact that most of the decisions taken by executive team should be and must be approved by voting council member in the council meeting which is scheduled to take place twice a month, abolishing the mandate of director from GSA bylaws will remove all the complications and will give rise to creation of a time optimised simple work structure for executives, being said so, abolishing the director mandate will by default make the team of executives the second highest decision making body of GSA.

BIRT, the role of directors should be abolished from the GSA mandate.

**6.9 Council Rules**

Rules for the First week council meeting:

- a) Pending items from the previous council meeting may be discussed for not more than 50% of the assigned meeting time.
- b) The remaining time should be spent on discussing the future tasks to be executed and the responsibilities of the executives as well as the directors for the month.
- c) Minutes of the discussion must be noted by the minute's taker and the chair does his duty as usual to control the meeting. The outcome would also state the responsibilities of each executive for the month.
- d) In case of disagreements amongst councilors regarding the nature of tasks for the month, there would be an informal voting of the councilors to conclude the discussion further.
- e) The executive members are free to suggest what they plan to do throughout the month; however, the decision of the council should be final for activities planned for the month for team of executives.
- f) In case of any deviations from the plans and tasks suggested in the initial month meeting, the executives should notify all the directors through the email with proper reasons.

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BIRT, all the rules mentioned above should be adapted for the council meeting, scheduled to occur in the first week of every month.

BIFRT any executive who creates issue or cause any hindrance to the research progress will have their bursary reduced to half.

#### **6.10 Funds Accumulated from Health and Dental Plan (Request for closed session)**

Due to the increase in the fare of ASEQ health and dental insurance plan, GSA has to pay the extra amount from its reserved fund, which was accumulated over years, paid by the previous GSA member. Seeing the nature and the process through which the fund was accumulated, it is not ethical to use that fund for the payment of health and dental insurance plan of current GSA members.

BIRT the remaining Funds accumulated from Health and Dental plan should be used as GSA funds for the students activate and other co-curricular activates of GSA. In addition, GSA should bill all the current ASEQ insurance holders with the revised ongoing fee of the insurance. No extra money should be added in the fees apart from the current fee.

#### **6.11 GSA Website**

Seeing the delay in updating the GSA website and the lack of responsibility for newsletter. After informal inquiry, it is recommended that the GSA website handling should be handed over to VP mobilization.

BIRT VP mobilization should be given all the access to GSA website and should handle all the process in regards to update the GSA website on day-to-day bases.

BIFRT any executive who creates issue or cause any hindrance to the research progress will have their bursary reduced to half.

#### **6.12 GSA Austerity research group**

Whereas the government of Quebec is planning additional cuts to universities on top of its planned \$172 million, and as much as \$1 billion in cuts to education, in the context of so-called austerity measures referred to as "budgetary compressions. Concordia University has been requested to make over \$15.7 million in cuts to its own budget, seeing the necessity to understand and get to an alternate attribute of Austerity, GSA

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has hired researchers to conduct research and see the possible ways to divert cuts from education system.

BIRT all the researchers hired by GSA should work together, form a common communication log that should be monitored by VP external on weekly bases. VP external should provide all the access required for the research to the researchers and as the part of responsibilities, the GSA Austerity research group including VP external should present the progress of the research to the council on bimonthly bases via Email.

BIFRT any executive who creates issue or cause any hindrance to the research progress will have they bursary reduced to half.

**6.13 Annual Events Plan and Budget**

Whereas the recent events of GSA were successful, it is critical and at most necessity to carry on with the successful starts of GSA (2015 -2016) tenure. In addition, to conduct the events at the successful rate a committee needs money and effort of all the committee members.

BIRT all the events should be properly planned and optimized by the student's life committee members. And a budget of 40K \$ should be allotted to Student's life committee provided the committee should present the Annual events plan to the council meeting which should then be approved by council committee.

**6.14 GSA Logo, Funding and Allocations**

Whereas GSA provides funds and allocations to other Concordia student's bodies, it is also quite important to let the upcoming student's bodies know about the funding opportunities provided by GSA. In addition, to have a maximum reach out it is essential that the associations being funded by GSA should have the GSA logo on their sponsorship list and their websites.

BIRT all the association applying for GSA funding and allocations should accept to have GSA logo on their website and sponsors list, for the funding to be approved.

**6.15 Open Facebook**

Whereas GSA is a student body and all the decisions as well as the events should be made public to all the students. Moreover, many graduate students who chose not to be a part of the Facebook group cannot get our event updates from the current GSA



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Facebook page.

BIRT that the Facebook page of GSA be made an open group and all the updates can be viewed by anyone who wishes to see.

## *Appointments*

### **7.1 Tribunal Pool**

## *Reports*

All reports are in the Council Archive, [LINK](#)

### **8.1 President**

The month of October has been spent planning for events and activities for the rest of the year, and for the preparation of the 2015-2016 annual budget. We planned and successfully hosted a thanksgiving dinner on October 12, 2015 which had a very good attendance.

#### **GSA Lounge Renovation – In Progress**

A work order for the mounting of the picture frames, artworks and TV on the walls is being prepared.

#### **GSA Café – In progress**

The requirements for the GSA café is being compiled. Work on the café will commence after the approval of the budget.

#### **Fall 2015 Orientation – Completed**

The GSA fall 2015 orientation was completed successfully. We had 22 events over 2 weeks. The events were well attended by both new and returning students. The expense reports for the fall 2015 orientation were prepared and sent to the finance manager. A post event report of the fall 2015 orientation will be prepared. An orientation debrief meeting with various Concordia departments will be held on October 22, 2015.

#### **New Filing System – In Progress**

Interviews were conducted for the records and archive administrator temporary position in September 2015. The hiring process will be concluded at the next hiring committee meeting. The creation of the new filing system will commence this month.

#### **Internal Controls – In progress**

#### **GSA Advocacy Center – In progress**

The budget for the GSA advocacy center was prepared and will be included in the GSA 2015-2016 annual budget. I have continued to ensure that the needs of GSA members who have issues are attended to.

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October 13, 2015 - Meeting with union representatives to negotiate for the wages and agree on the job description for the advocacy coordinator position. The VP Academic/Advocacy was in attendance.

October 13, 2015 – meeting with the associate Ombudsperson. Our Departmental Advocate was in attendance.

**GSA French classes – In Progress**

I prepared the job description for French teachers (in French), which was included in the GSA October 13, 2015 newsletter, and the job description for English language teachers. New teachers will be hired this month. A meeting will be held with current French teachers this month to discuss start dates for the French language courses.

October 2, 2015 – Meeting with our advisor, a professor in the département d'études Françaises. The VP-Academic/Advocacy was in attendance.

**Printing and Copying Service – In Progress**

We receive delivery of a Xerox WorkCentre 5855 for the printing and copying service. This was installed on the GSA office PCs. The machine will undergo testing in the coming days. I will configure the user accounts and Wi-Fi access. Subsidized printing and copying for GSA members will start soon.

**GSA website – In progress**

The requirements for the website upgrade will commence after the approval of the GSA 2015-2016 annual budget.

**October 2015, Fall General Assembly**

A General Assembly with by-elections for vacant director positions was called by the executive committee during the October 19, 2015. The coming days will be spent preparing for the GA and mobilizing students for the assembly through various means.

**Board of Governors meeting** – will be held on October 28, 2015.

**Senate Meeting** - October 2, 2015 - All the GSA senators were present. A GSA senate caucus meeting was held on October 1, 2015.

**Other Activities:**

GSA council meeting - October 5, 2015.

Executive committee meeting - October 7, 2015 and October 19, 2015.

October 5, 2015 - Students life committee meeting

October 5, 2015 - Hiring committee meeting.

October 5, 2015 - GA committee meeting.

October 13, 2015 – Meeting with GSA finance manager on the GSA 2015-2016 annual budget.

October 14, 2015 – GSA staff meeting

October 15, 2015 – Meeting with representatives of ASEQ, our health and dental plan administrator.

October 15, 2015 – Meeting with the coordinator, GradProSkills.

October 16, 2015 - Budget committee meeting – Brainstorming on the GSA 2015-2016 annual budget. There was no quorum for this meeting.

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GSA Newsletter – Produced and distributed newsletters (September 28, October 1 and October 13).

The October regular council meeting was brought forward because of the October 2015 General Assembly. This report has not highlighted all the work I have performed for the month of October and only included activities up to October 19, 2015.

*Other Business*

**9.1 CFS case conclusion briefing (Closed session)**

**9.2 New Finance Manager Employment Contract (Closed session)**

**9.3 Outreach Coordinator Position (Closed session)**