**CALL TO ORDER**

*We, the members of GSA-Carleton are committed to following Indigenous legal traditions*

*of acknowledging the sovereign waters, lands, and the Algonquin Anishinaabeg Nation in*

*the territory of the Kitchisippi watershed, which includes the City of Ottawa. In doing so,*

*we are also acknowledging the illegalities of our presence under Indigenous legal*

*traditions, and acknowledging the ongoing and violent methods of settler colonialism.*

*This acknowledgment is but a first step in accepting our responsibility to correct these*

*injustices through action and furthering the education of ourselves and others.*

**1. INTRODUCTION OF CHAIR**

a. Announcement of Proxies

**2. ADOPTION OF AGENDA**

Mover: Sahil

Seconder: Samuel

\*some decision of whether seats are needed to be filled/nominated before moving forward with agenda

Agenda adopted as presented.

**3. APPROVAL OF PREVIOUS MINUTES**

Mover: Reza

Seconder: Parisa

Previous minutes adopted as presented.

**4. EXECUTIVE REPORTS**

Reza:

* Preparing budget to be presented
* Food Hamper
* Trying to increase emergency grants

Samuel:

* Executive meetings with CFS – monthly
* Small outreach with CFS, presentation of campaigns to executives
* Symposium with CFS in Toronto
* Knowledge transfer with CFS to ignite support for students

Sahil:

* Working on queries concerning Iranian student issues
* CFS meetings
* Establishing Marketing Committee with Parisa and Fa’Ttima to ensure exposure for GSA
* Welcome/Orientation Week preparations

Parisa:

* Attempting to contact councillor members to compile a list of councillor contacts for meetings and decisions
* Mural – a project passed from last execs – is complete
* Planning an event to celebrate mural, including committee members and leaders

**ORDER OF THE DAY:**

**5. NEW BUSINESS (Details on motions can be found in the appendix section)**

 a. Presentation of Budget – Reza

Reza: most items in the GSA budget are based on previous years, slight changes to occur from situations and interests. Emergency grants to be increased to $250,000. New academic scholarship, based on academic merit and granted to 15 applicants per semester, to be introduced. Dental grant and travel grant to increase 30-40%. This is all to reflect inflation and cost of living. Some items unchangeable: I.e. rent, office costs, community garden, peer support. Food Hamper budget costs to be transferred from CUSA to our own GSA Food Hamper. Conference costs to increase by 30%, now that we are back in person from covid. Open to questions.

Reza: Mikes place is closed a lot in the summer – will open to regular hours in September. Intention is to ensure that we have Mikes Place as a community space, not for profit. Maintaining a restaurant is very expensive; therefore, budget estimation of costs and earnings have both increased. Estimations are based on mikes place manager – we want to trust the manager and their vision/creativity for making it successful and thriving. Number one priority is to keep Mikes Place open.

 b. Motion 28.06.2023-1: Motion to Approve the FY24 Budget

 Moved: Parisa

 Seconded: Reza

Discussion: none

Motion 28.06.2023-1 is approved.

c. Motion 28.06.2023-1: Motion to Appoint Auditor, Financial Institutions, Legal Counsel and Ratification of Acts of the Corporation

Moved: Sahil

Seconded: Reza

Motivated: Reza: it is very important to have an auditor to work with closely. This is very important to the Financial Manager.

Discussion: none

Motion 28.06.2023-1 is approved.

d. Motion 28.06.2023-2: Motion to Accept Resignation of Directors

Moved: Reza

Seconded: Parisa

Discussion: none

Motion 28.06.2023-2 approved.

e. Motion 28.06.2023-2: Motion to Nominate and Appoint new Directors to the GSA Carleton Inc. Board of Directors

Moved: Diana

Seconded: Reza

Discussion: Fa’Ttima, Robert, and Reza both confirmed that there were no new directors appointed in the April minutes. Nominations and votes to come.

Narges self-nominated.

Robert self-nominated.

Robert: as a board member, you meet once a month, receive reports, are responsible to approve large purchases, and acts as a more direct form of governance for the GSA as an organization, executives, and executive director.

Mehrnez self-nominated.

Note that one spot will be left open.

Motion 28.06.2023-2 approved and nominees appointed.

Motion 27.07.2023 - 04: Election of Senate representatives

Moved: Robert

Seconded: Reza

Motion approved.

Robert self-nominated.

Discussion: Robert explains the role of the Senate as the highest academic decision making body (curriculum, academic policies, emergency sessions). They meet last Friday of each month.

Mehrnez self-nominated.

Motion approved and nominees appointed.

f. Motion 27.07.2023 -05: Support for Tuition Payment Issues for Iranian Graduate Students

Moved: Parisa

Motivated: Accentuates the hard situation in Iran and the effects, both emotionally and financially. There was tuition support last year, but it has been pulled with admin changes this year. With the increasing difficulties, and that ISSO may consider then domestic students, but the revoking, students are needing help and support. The GSA has been receiving many complaints in this regard.

Zahra: Currency exchanges and money transfers are happening illegally and wi tbh much difficulty. The help last year was good, and students adjusted, but the situation continues and help is still needed.

Fa’Ttima: Affirms that this inquiry has come forward from many Iranian students and the impact is severe.

Motion 27.07.2023-05 approved.

**6. OTHER BUSINESS**

Soma: Affirms that extending the deadline will greatly help to allow students the help needed to make it affordable. Without this change, affording school will not be possible because of sanctions on money transfers. This is causing such emotional stress and students are unable to study.

**7. ADJOURNMENT**

Meeting adjourned at 7:07.

APPENDIX

**Appendix A: Motion to amend the GSA Agenda Notification Policy**

Whereas the GSA Agenda Notification policy is designed to ensure the timely notification to Council members of the agenda and motions for upcoming meetings.

Whereas GSA councillors would benefit from getting agenda notifications a bit earlier

Whereas the Organizational Review Committee has reviewed and recommended improvements to this policy

BIRT the council agenda and invite be made publicly available

BIRT the Council members with motions to be presented to Council must provide the Vice-President Operations with a complete motion no less than 10 days prior to a regularly scheduled Council Meetings for inclusion in the agenda

BIRT the GSA Council be provided with the Agenda no less than 7 days prior to a scheduled council meeting

BIRT the GSA Agenda Notification Policy be stated as follows:

*Preamble*

These guidelines are designed to ensure the timely notification to Council members of the agenda and motions for upcoming meetings. The council Agenda and invite would also be made publicly available

1. The Vice-President Operations of the GSA shall produce and distribute a final agenda including complete motions to all Council members no less than seven (7) days prior to a regularly scheduled Council Meeting for inclusion in the agenda.

2. Council members with motions to be presented to Council must provide the Vice-President Operations with a complete motion no less than (10) days prior to a regularly scheduled Council Meetings for inclusion in the agenda.

3. This policy will in no way prevent any member of Council from presenting a motion from the floor for discussion at a regularly scheduled Council Meeting under the Other Business agenda item.

**Appendix B: Motion to amend the GSA Hiring Policy**

Whereas the GSA Hiring Policy is designed to guide Hiring Processes at the GSA

Whereas the Organizational Review Committee has reviewed and recommended improvements to this policy

BIRT where two applicants are equally qualified, final selection be made based on merit and a fair process

BIRT the GSA Hiring Policy be stated as follows:

**When hiring for staff positions, GSA Council shall:**

1. Give preference to members of the Association;

2. Apply the provincial employment equity act in all hiring processes.

3. Make a final selection based on merit and a fair process where two applicants are equally qualified

**Appendix C: Motion to amend the Posting GSA Council Minutes to the GSA Website Policy**

Whereas the GSA Council Meeting Minutes are made available on the GSA website for easy reference by councillors and GSA members

Whereas the current policy has no clearly stated timeline within which the minutes should be made available on the GSA Website

Whereas the Organizational Review Committee has reviewed and recommended improvements to this policy

BIRT Minutes of GSA Council meetings are made available through the GSA website 7 calendar days after the minutes of a GSA Council meeting have been approved.

BIRT the following clause be removed from the Posting GSA Council Minutes to the GSA Website policy: “The minutes posted on the GSA website will have discussions removed to avoid having GSA Council meeting participants self-censor their comments during discussion and debate. These minutes will be called: E-Minutes.”

BIRT the Posting of GSA Council Minutes to the GSA Website policy be stated as follows: “Minutes of GSA Council meetings are made available through the GSA website 7 calendar days after the minutes of a GSA Council meeting have been approved.”

**Appendix D: Motion to Protect GSA Employees from Bullying and Harassment by some GSA Executives.**

Whereas there have been several bullying and harassment incidents of full-time staff members at the GSA by some elected GSA executives.

Whereas GSA elected Executives are elected in their positions for only one year and most of the time they do not have proper Financial, administrative, and organizational management qualifications and experience.

Whereas GSA executives are elected on the basis that they will be serving the needs of their constituents through programming and providing some administrative services.

Whereas GSA hires experienced professional full-time staff members who are experts in delivering administrative duties, financial and organizational management including the Executive Director who provides continuity and retention of institutional memory.

Be it resolved that the GSA elected Executives be not allowed to supervise full-time staff members and that such authority be solely left to the GSA Executive Director who then gets supervised and reports directly to the GSA Board of Directors.

Be it resolved that the contract of the GSA Executive Director be supervised by the GSA Board of Directors and not the GSA elected Executives.

**Appendix E: Current GSA Policies for Reference**

**Passed at Council 2016.08.23**

Agenda Notification Policy

*Preamble*

These guidelines are designed to ensure the timely notification to Council members of the agenda and motions for upcoming meetings.

1. The Vice-President Operations of the GSA shall produce and distribute a final agenda including complete motions to all Council members no less than four (4) days prior to a regularly scheduled Council Meeting for inclusion in the agenda.

2. Council members with motions to be presented to Council must provide the Vice-President Operations with a complete motion no less than (5) days prior to a regularly scheduled Council Meetings for inclusion in the agenda.

3. This policy will in no way prevent any member of Council from presenting a motion from the floor for discussion at a regularly scheduled Council Meeting under the Other Business agenda item.

**Passed at Council 1999.04.09 Amended at Council 2012.07.12 Amended at Council 2015.04.09 Amended at Council 2016.03.17**

## Posting GSA Council Minutes to the GSA Website

Minutes of GSA Council meetings are made available through the GSA website as expeditiously as possible once the minutes of a GSA Council meeting have been approved.

The minutes posted on the GSA website will have discussions removed to avoid having GSA Council meeting participants self-censor their comments during discussion and debate. These minutes will be called: E-Minutes.

**Passed at Council 2007.10.28 Amended at Council 2015.04.09**

## Hiring Policy

**When hiring for staff positions, GSA Council shall:**

1. Give preference to members of the Association;

2. Apply a employment equity policy, such that where two applicants are equally qualified, an international student shall have precedence; and,

3. Otherwise, base hiring on merit.

**Passed at Council 1993.03.19 Amended at Council 2010.08.18 Amended at Council 2012.07.12**