A) OPEN SESSION
1) Presidents Remarks
2) Notice of Future Meetings
3) Approval of Agenda
4) Welcome Week - VP Internal
   - Overview of Activities
   - Request for volunteers
5) Student Activity Building
   - Call for allocation ideas
6) New Business
7) Adjournment
Graduate Students Association of McMaster University

Council Meeting

August 31st 2017
GSA Office, East Tower Refectory
5:00 p.m.

Minutes

Attendees: Tim Van Boxtel (GSA President), Shawn Hercules (VP External), Roqibul Hasan (VP Internal), Robert Alex Ballagh (VP Services), Sara Oikawa (FRC Science), Anita Acai (Senator Science), Sam Peter (FRC Engineering), Kara Tsang (GSA CRO), Allison Leanage (FRC Social Science), Ashley Ravenscroft (DoO), Nitka Sanger (FRC Health Science), Alexander Qian (FRC Health Science), Maryam Alizadeh (FRC International Representative)

Regrets: Jodie Lobana (VP Administration), Tsz Wing Cheng (FRC International), Derek South (FRC Science), Curran Egan (FRC Humanities)

Absent: Mohamed Ali (FRC Engineering), Rodrigo Narro (BoG)

Call to Order 5:01

Motion to approve minutes of last Council meeting moved by Alex, seconded by Sam, all in favour motion carried.

1. Presidents Remarks

- Executive review committee met before the Council to discuss what is achieved during last month and plan the goal for next month. They are currently planning for Welcome Week, and they need volunteers, if any of the Council member are interested can contact the VP Internal. The planned events are;
  - Breakfast for new students only,
  - Wednesday musical night,
  - Thursday BBQ and Resource fair,
  - Friday, scavenger hunt (there will be 7 places with the GSA logo, prices will be given to the team who get it faster)
  - SGS events on the 11, and 13 of September, Tim recommended that executives should be available in order to have a strong representation in the international students fair arranged by SGS.
- Roqibul mentioned that there are 3 tables for the GSA during Welcome Week, tables are for SAM, EGS, and GSA.
- Ashley mentioned that regarding to the BBQ events there are 2 magicians, one is professional, will cost $350 for 1.5 hour, and another one for $150, there is $380 still remaining in the Welcome Week budget.
- The Council agreed to proceed with the cost of $150.
2. Notice of Future Meetings

- Council meetings will be last Thursday of each month at 5:00 p.m.

3. Approval of Agenda

- Adding International Students Welcoming Committee, and smoke free campus

Motion to approve the Agenda of August 31st moved by Sara, seconded by Roqibul all in favour motion carried.

Motion to approve the minutes of July moved by Alex, seconded by Sam, all in favour, motion carried.

4. Welcome Week - VP Internal

- Roqibul highlighted the important of having volunteers at the International students’ fair, he will be in contact with FRC International if they will be able to attend.
- Ashley added that one of the main purposes of Welcome Week is to let students get to know how the GSA can assist them, and the resources the GSA have, etc. For instance, the GSA sticker that identify them as grad students, and allow them to get 5% of the food at the Phoenix. Stickers are distributed to all departments this week, and students can pick up their GSA sticker from their graduate secretary.

5. Student Activity Building

- Tim explained that they have been asked by the University to contribute to the athletic center and student activity building. The GSA were pushing more toward the student activity building side. There are 20 thousand square feet of unallocated space, the University is planning to finalize the allocation process within two months. Currently the GSA have a seat on the committee, and can push towards whatever grad students will prefer. He requested from FRC to pass down to grad students the form on the website, the form contain ideas regarding the student activity building.
- Ashley added that the GSA will need to know what is of grad students interest, so they will wait for their feedback and come back to Council for discussion.

6. New Business

Smoke free campus

- Ashley mentioned that starting January 2018, the University campus is smoke free, the university will advertise for that by mid December 2017. All the policies are on the website, if Council members are interested they can send their feedback to Ashley.
International students welcoming committee

- Tim mentioned that Roqibul has decided to take the initiative to help new international grad students. The main purpose of the program is to provide new international grad students with information to help them settle down. The committee will be an ad hoc committee; Council members can send ideas to Roqibul.
- The International Student Welcome Committee, will be chaired by the VP Internal, and no restriction on the number of members, the committee will start September 2018.
- Tim suggested to have a package ready for international grad students in which it will have all the information they might need; this package could be send to SGS for distribution as well.
- In replying to Sara’s question regarding how FRC International communicate with new international students, Maryam explained that this takes place through the social events. However, they usually attend these events after they settle down.
- Ashley mentioned that last year Studentcare have offered to allow a legal advice program for the GSA with an extra $35. She will get more information regarding this by next meeting.

Motion to create the International Students Welcome committee moved by Alex seconded by Roqibul, all in favor, motion carried

- A side note regarding the presto card; Tim mentioned that the card will be active tomorrow, students will need to create a presto user account in order to activate the card. Ashley added that balance can be transferred from previous presto to the current one, students shall use their card during the 30 days, as after 30 days of non use students will have to reregister their card.

FRC Engineering:
- Appointed new FRC for Engineering
- Planning of McMaster Engineering, Technology, Research, & Innovation Conference (METRIC) is still underway
- September 14, 2017 at McMaster Innovation Park (MIP)
- Open to all, but geared more towards engineering / science disciplines
- Tickets are $20, registration is through egsm.mcmaster.ca
- Faculty is allocating funds to improve graduate office spaces
- Eng Phys is adopting a ‘hotel model’ – students are not terribly happy
- Mech students are having improvements to ventilation, working out of lab space
- Chem students are not happy with their space
- New presto roll-out is front and center on egsm.mcmaster.ca
- Disclaimer to not use it before September 1st has been emphasized
- EGS has recessed for the remainder of term

FRC Health Science:
- Nitika has been in contact with Daphne regarding the GSA stickers.
- Health science grad student federation appointed two new presidents.
- Ashley mentioned that there is a formal process to be recognize, Nitika can send her the information and Ashley will walk her through.
FRC Social Science:
- No new business

FRC International:
- International grad students' committee have a booth during Welcome Week. The booth is at the international graduate students faire. This information is announced on social media.
- Maryam will send a blurb to be posted on the GSA Social media as well.

FRC Science:
- SAM has a booth on the resource fair.
- A package has been prepared containing useful information for grad students, e.g.: list of buses that run through the campus, where they can get their students discount, etc.
- Science FRC are touring around campus to get science students to know each others
- SAM have a social event at the phoenix called chemistry general tribute night.

VP Services:
- Alex mentioned that there are 2 new GSA clubs need to be ratified, their budget and constitution need approval as well;
  - The socialist fight back students
  - The research in meds society
- The Council agreed to table this for next agenda, until Alex send all the documents for approval

7. **Adjournment**

Motion to adjourn the meeting at 6:00 p.m. moved by Sam, seconded by Alex, all in favour, motion carried.

**Action Item:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Action by</th>
<th>Due date</th>
</tr>
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<tbody>
<tr>
<td>Taking to Doug Welch regarding having an information package for grad students</td>
<td>Ashley</td>
<td>By next meeting</td>
</tr>
<tr>
<td>Sending club information to Ashley</td>
<td>Alex</td>
<td>By next meeting</td>
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<tr>
<td>Recheck if students are not using their presto card for 30 days, do they have to reregister.</td>
<td>Ashley</td>
<td>By next meeting</td>
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<tr>
<td>FRCs to send their report 10 days prior Council meeting in order to have consent agenda</td>
<td>All FRC</td>
<td>10 days prior to Council (Sep 18)</td>
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<tr>
<td>Send grad students information package</td>
<td>Sara</td>
<td>By next Council</td>
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