
AUGSA Council Onboarding Meeting Minutes

May 6, 2025 – 6:00 pm MST

Microsoft Teams

Attendance**Executive Committee:** Dave Roy (President), Kia Buchanan (VP Academic), Judy Parnell (VP External)**Faculty of Business Representatives:****Faculty of Health Disciplines Representatives:** Aliya Karmali**Faculty of Humanities and Social Sciences Representative:** Emily Grady, Hyeyung Park**Faculty of Science and Technology:** Gagan Jhaji, Paul Ackah**Graduate Labour Union Representative:** Gelareh Keshavarz**Staff:** Kelly DeCoste (Manager, Governance & Administration), Meaghan Sullivan (Executive Director)**Regrets:** Dennis Delgado, Pawel Zygmunt, Erica Wong

		PRESENTER	ACTION
1.0	Call to Order	D. Roy	The meeting was called to order at 6:04 pm MT. D. Roy provided a land acknowledgement.
2.0	Approval of Agenda	D. Roy	Motion 2.0: to approve the agenda as presented. Moved: E. Grady Seconded: J. Parnell Motion carried.
3.0	Approval of Previous Minutes	D. Roy	Motion 3.0: to approve the minutes of April 15, 2025, as presented. Moved: E. Grady Seconded: J. Parnell Motion carried without opposition.
4.0	Council Onboarding	D. Roy	



4.1	Monthly Meeting Schedule & Council Expectations	D. Roy	D. Roy shared the meeting schedule and quickly reviewed the Council Honoraria policy. M. Sullivan explained that the structure of Council is very different this year with re-installing our Executive Committee. All standing committees within AU typically are assigned to Executive Committee members, and the Council Members focus are (1) attending Council meetings and providing overarching governance, (2) working on AUGSA sub-committee objectives, and (3) appointments to AU faculty councils while also representing the student voice within those councils on behalf of student concerns and advocacy requests. When committee and working group requests come into AUGSA seeking a graduate student representative, it goes first to the Executive Committee, then to Council Members as potential development opportunities. When advocacy requests come in to AUGSA, Council Members play a key role in representing students.
4.2	Bylaws, Policies, Code of Conduct	D. Roy	D. Roy provided an overview of the bylaws, provided Council with the location of all policies, as well as provided a brief overview of the Code of Conduct, with an understanding that all Council Members must review the Code of Conduct upon signing their appointment letter.
4.3	Honoraria	D. Roy	M. Sullivan explained to everyone that they are required to submit their payroll information sheet and direct deposit no later than May 10 th .



4.4	Expense Claims	D. Roy	M. Sullivan explained to Council that any expenses must be pre-approved. If any Council Member is considering an expense, please reach out to the Executive Committee for pre-approval. M. Sullivan will go over the expense claim process at that time.
4.5	Draft Strategic Plan Review (unofficial)	D. Roy	D. Roy presented the 1 st draft of the 2025-2026 Strategic Plan, which was developed based on input from the outgoing Council and Executive Committee, the Membership Satisfaction survey report, and incoming Executive Committee members. The plan outlines 5 strategic pillars, which each include 2-3 key initiatives. The draft will go to the Strategic Planning Committee for finalization and review, with the intention that the plan is approved at the June 17, 2025, Council Meeting.
5.0	Sub-Committee Appointments	Committee Chairs	
5.1	Governance Committee	D. Roy	Motion 5.1: To appoint the President, Hyeyung Park, Pawel Zygmunt, and Dennis Delgado to the Governance Committee. Moved: K. Buchanan Seconded: J. Parnell Motion carried without opposition.
5.2	EDI Committee	J. Parnell	Motion 5.2: To appoint the Vice President External, Gagan Jhaji and Emily Grady to the EDI Committee. Moved: H. Park Seconded: P. Ackah Motion carried without opposition.
5.3	Engagement Committee	J. Parnell	Motion 5.3: To appoint the Vice President External, Emily Grady, Hyeyung Park and



			Aliya Karmali to the Engagement Committee. Moved: K. Buchanan Seconded: P. Ackah Motion carried without opposition.
5.4	Strategic Planning Committee	D. Roy	Motion 5.4: To appoint the President, Paul Ackah, Dennis Delagdo, and Hyeyung Park to the Strategic Planning Committee. Moved: J. Parnell Seconded: A. Karmali Motion carried without opposition.
5.5	Finance Committee	D. Roy	Motion 5.5: To appoint the President, Paul Ackah, Kia Buchanan, and Pawel Zygmunt to the Finance Committee. Moved: P. Ackah Seconded: H. Park Motion carried without opposition.
5.6	Human Resource Committee	K. Buchanan	Motion 5.6: To appoint the Vice President Academic, Gagan Jhajj and Aliya Karmali to the Human Resource Committee. Moved: P. Ackah Seconded: H. Park Motion carried without opposition.
5.7	External Advocacy Committee	J. Parnell	Two members of Council put their name forward to represent as AUGSA's third delegate for provincial and federal advocacy. They include: <ol style="list-style-type: none"> 1. Paul Ackah 2. Aliya Karmali <p>The motion to approve the third external advocacy representative will be conducted via asynchronous vote, with the vote concluding on May 9th at 4:00pm MST.</p>



6.0	Upcoming Events	D. Roy	<p><u>Convocation:</u> There is an opportunity to cover the cost of snacks and games on the busses for convocation. The cost is \$2000 in sponsorship. AUGSA would have branding within the bussing. We are uncertain on how many individuals will use the bussing, which really determines the value of this sponsorship opportunity.</p> <p>Motion 6.0: to approve a \$2000 sponsorship for the snacks and games on the Edmonton to Athabasca bussing for graduates and attendees pending the bussing transports a minimum estimate of 200 individuals. Moved: H. Park Seconded: P. Ackah Motion carried.</p>
7.0	Old Business	D. Roy	No old business at this time.
8.0	New Business	D. Roy	No new business at this time.
9.0	Other Business	D. Roy	No other business at this time.
10.0	Adjournment	Council	<p>Motion 10.0: to adjourn the meeting at 7:55 pm. Moved: K. Buchanan Seconded: H. Park Motion carried without opposition.</p>

Dave Roy, President

Meaghan Sullivan, Executive Director

Date of Approval

