

AUGSA Council Meeting Minutes
December 9, 2025 – 6:00 pm MST
Microsoft Teams

Council Attendance

Executive Committee: Gelereh Keshavarz (President) Kia Buchanan (VP Academic)

Faculty of Business Representatives: Pawel Zygmunt

Faculty of Health Disciplines Representatives: Erica Wong, Aliya Karmali

Faculty of Humanities and Social Sciences Representative: Emily Grady

Faculty of Science and Technology: Gagan Jhaggi,

Graduate Labour Relations Representatives:

Staff: Jordan Ager (Executive Director)

General Members:

Regrets:

		PRESENTER	ACTION
1.0	Call to Order	President	The meeting was called to order at 6:00 pm MT.
2.0	Land Acknowledgement		G. Keshavarz provided a land acknowledgement to honour the Indigenous peoples on whose lands we gather.
3.0	Approval of Agenda	President	Motion 2.0: to approve the agenda as presented. Moved: K. Buchanan Seconded: P. Zygmunt Motion carried without opposition.
4.0	Approval of Previous Minutes	President	Motion 3.0: to approve the minutes of November 25, 2025 as presented. Moved: E. Grady Seconded: K. Buchanan Motion carried.



5.0	New Executive Director	President	Gelareh Introduced and Welcomed AUGSA’s new Executive Director – Jordan Ager
6.0	Council Introductions	Council	Introductions to the Executive Director
7.0	ED: Priorities and Observations	Executive Director	<p>We have amazing people, staff, student leaders, great systems are in place, AUGSA is set up great.</p> <p>We need some clarity on operational and governance</p> <p>Policies and Bylaws need to be communicated and understood</p> <p>Budget needs to be balanced and controlled moving forward</p>
8.0	Executive Reports	Executive Team	<p>Gelareh Explained that we will not be verbally presenting reports anymore, It is the responsibility of Council members to read the attached reports in advance and use this time to ask any questions as needed.</p> <p>Emily asked why Dave Roy is still listed as the 2nd Delegate on some committees? G. Keshavarz asked Emily to hold her question until we addressed committee make-up later in the meeting.</p> <p>Emily Went on to ask about the CASA AGM and AUGSA’s involvement with the organization and logistics? K. Buchanan replied that this was a previous AUGSA Council commitment and that we were co-hosting with a Quebec student group. Emily responded that she doesn’t remember the details and maybe we should pull up the past minutes for clarity on this commitment. Kia stated that we have committed</p>



		<p>\$8000 to the event and we will need members of AUGSA to participate in the planning to the CASA AGM. Council Members who had been on the previous council then discussed if they could remember the details, and Emily reiterated that we should take a look at the original meeting minutes where this was decided to see the commitment details, because she is wondering if this is the best use of AUGSA's resources.</p> <p>Pawel read an email from Judy in regards to this, Gelareh asked again if previous year council members have any memory of this. Gelareh also asked if this commitment went through the proper processes for approval and also what the value of something like this was to the students of AUGSA. Gelareh also asked if Jordan had any insight into CASA and this process. Jordan responded by acknowledging his limited experience with CASA, but gave his opinion on the value of Federal Lobbying, when the vast majority of Decisions and Funding come from the Provincial Ministry. Jordan said that he would review the minutes and the process and report back.</p> <p>Pawel found an email that stated that the majority of the \$8000 was for travel, food and accommodations. Jordan and Kia did state that the Federal Government does handle some research grants and funding, which does directly affect graduate students. Emily reiterated that she just wants to make sure proper process was followed. Pawel recommends that we follow up</p>
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			<p>with Judy for more details. Gelareh and the rest of Council agrees.</p> <p>Gelareh asked if there were any questions about Kia's report. No Questions. Gelareh asked if there were any questions for her report: (None) but she wanted to ensure everyone knew the importance of the \$18,000 Graduate Research Assistance that will be rolled out 4x per year. Profs do not even need a student to apply for this, they can apply and use it later when they do have a student. Please promote this, spread the info.</p>
9.0	Committee Member Review	President	<p>Gelareh let everyone know that we need to talk about our subcommittees. We have lost some council members, so we need to fill some slots to ensure our committees have enough members. Gelareh noted that the EDI and Engagement Committees are merging into one: Gelareh asked Jordan for his opinion on the best way to go about this: Kia asked for clarity on if Erica was staying on the HR Committee, She said yes. Kia also pointed out that only a few of these Committees are necessary for the rest of the year, most importantly the External Advocacy Comm. Gelareh volunteered to send out a Spreadsheet with all the TOI's for people to sign up for the open Comm Spots.</p> <p>Gelareh asked to talk about what happens when missing meetings: reiterating that missing 3 consecutive Council meetings results in dismissal from duties. She also wanted to ask the attendees if we can all agree to stop using AI notetakers (Otter.ai etc.) due to ethical, accuracy and external storage issues? – she noted that an individual has accessibility needs we can record</p>



			<p>meetings for them etc. after a brief discussion about logistics, Council agreed.</p> <p>Kia asked if we wanted to vote on the 2nd and 3rd for Advocacy as the require a vote and quorum. Kia pointed out that normally the 2nd seat is held by the President, and Kia would like to propose Paul as the 3rd</p> <p>Motion 4.0: to appoint P. Ackah as Advocacy 3rd Moved: K. Buchanan Seconded: E. Wong Motion carried.</p>
10.0	2026 Budget	President	<p>Gelareh noted that Council need to pass the 2026 budget prior to Dec 31, however noted that we do have a mechanism to continue operating if this was not possible until January. Gelareh asked Jordan if they should push it through or take some time. Jordan recommended that we take the month and look closely at everything. Kia noted that the draft budget was presented by Meaghan in November, Kia would like to have a discussion with the board prior to taking it back to the finance committee. Gelareh agreed, and pulled up the Budget to share with the group.</p> <p>Kia started by reminding everyone that much of the budget consists of fixed costs eg. Staffing. Kia also pointed out that there was a slight increase to the ED Internet benefit. Kia pointed out the the Tech costs and asked if Jordan may be able to find some savings in those costs. Jordan pointed out that the Tech costs were much more reasonable than he initially thought they would be. Jordan reiterated that 80-85% of Costs for organizations in our sector are fixed.</p> <p>Kia said we may to increase the Phone cost due to it not being part of Meaghan’s Family plan.</p>



		<p>Jorden Let the group know that we fixed and switched today and kept the cost per month the same, he will be updating the phone in January. Kia pointed out the CASA AGM and Advocacy costs. Kia asked Gelareh to remind her what was discussed about the travel budget. Say she was pretty sure they discussed trying to increase the travel budget to ensure 2 delegates were able to attend advocacy events. Kia also said that we would like to keep the Awards budget the same if not increase it if possible.</p> <p>Kia then asked what everyone's thoughts were on a fee increase as well as the idea of paying for storage for AUGSA Items now that it cannot be stored at Meaghans' House, as well as fairness and liability reasons. Jorden mentioned that he reviewed was being stored and that anything of value would need to be in a temperature controlled unit, so to keep costs down – He would have no problem storing it in his home office. Jorden also pointed out that a large chunk of what needs to be stored is old paperwork – which is starting to hit shred age - Jorden did state that he would go through before shredding to ensure any history/legacy pieces are retained. Emily asked the group for clarity in regards to our external advocacy costs and resources – specifically how it benefits our graduate students.</p> <p>Gelareh said that Judy might be best to give an overview, but in her absence perhaps Kia and Jorden may have some insight. Jorden stated that one of our largest variable costs is travel expenses – He suggested the Finance Committee or at least the Executive team sit down and review these. One specific example he has identified for cost savings is Meal Per diems – instead of issuing full per diems without receipt it would be more responsible of us to reimburse the actual cost of</p>
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		<p>meals (eg. Breakfast per diem is \$15, but if you only spent \$5....thats all that is reimbursed) Kia pointed out the responsibility and requirement to collect receipts could be time consuming.</p> <p>Pawel noted that we weren't going to solve this today, so we should work on these details and get the budget passed as soon as we can. Kia pointed out that AUGSA's primary responsibility is advocacy, and limiting the travel budget, limits our ability to meet that responsibility. Kia also pointed out rising costs of travel, having to pay what the market rate is for flights and accommodations etc.</p> <p>Kia also mentioned that we should be looking at more compensation for the Labour relations chair prior to the next round of bargaining, Gelareh agreed. Gelareh also recommended we start making smarter logistical decisions when it comes to travel and who attends. Jordan pointed out that because we know the dates of most required travel 12 months prior, we should easily be able to find seat sales etc. Kia also pointed out that the strategic plan called for the exploration of creating and indigenous seat on our council. Kia then asked the Council what the pulse was on increasing the student fee by \$1.</p> <p>Kia and Gelareh then pointed out that we lost quorum a few minutes ago, so the Labour board chair motion as well as any budget motions need to be held. Gagan and Pawel both made it known that they would not be in favour nor recommend a fee increase this year. Pawel also pointed out the AU is very expensive as is and it is affecting enrolment according to AU administration.</p> <p>Jordan discussed about AUGSA student fees compared to other SA/SU's. Kia pointed out that</p>
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			other SA's have different (other) revenue streams (bars, bookstores etc.). Jordan did point out that most of those revenue streams (business operations) are designed to break even/lose money, so they don't really provide revenue, just a flow through.
11.0	Annual Membership Satisfaction Survey	Gagan Jhajj	Gagan mention that He and Jordan would be reviewing the results in detail very shortly.
12.0	Adjournment	President	Motion 12.0: to adjourn the meeting. Moved: P. Zygmunt Seconded: E. Grady Motion carried without opposition.

Gelareh Keshavarz, President

Jordan Ager, Executive Director

Date of Approval

