

GSA Council Meeting – March 21st 2019

Tilley Hall 302 @ 5:30pm

Agenda

1. Call to order
2. Call for Quorum
3. Wolastoq Acknowledgement – *The Graduate Student Association at the University of New Brunswick recognizes and honours the Wolastoq Nation and their unceded territories where we have gathered today.*
4. Adoption of the Agenda
5. Summary of all Executive Activities
6. Committee reports
 - Executive Director's report (Krista Harris)
 - Finance Committee (Bipin Kumar)
 - Events Committee (Andrea Rivera)
7. New Business
 - GSA Health & Dental Discussion
8. Announcements
 - UGSW
9. Adjournment

1. Call to order at 5:35pm
2. Quorum
3. Acknowledgement read
4. Agenda is adopted (#8 Announcements moved to #5 – moved by Forestry and seconded by Biology)
5. Reports presented by President, Brittany Dixon; VP Finance, Bipin Kumar; VP Societies & Events, Andrea Rivera; VP Academic, Mehboob Reza. Reports for VP Admin, Rajat Sharma and VP External, Khaleel Arfeen read into minutes by Chair, Cody Waite. No questions. Please refer to GSA website for detailed reports.
6. Executive Director's Report

Enrolled new Winter term post-docs in Studentvip. Finalized and submitted Winter enrollment to UNB and Studentvip. Finalized Winter term bus pass opt-outs to City of Fredericton & UNB. Facilitated honoraria payments for Executive with ADP. Worked with UNB ITS to set up new router at Grad House for new POS. Submitted SNB Liquor License for WCB. Created backup reports from existing POS for accounting purposes. Dismantled existing POS, finalized invoice, and returned unit to iiPOS. Inventory completed for February and new procedures created to reflect new POS practices. WCB dishwasher serviced, basement organized, new equipment purchased, tables researched. Completing director's Insurance request for Cooke Insurance, paid invoice for property insurance with same. Completed February GSA Council minutes. Working with VP Admin on campaign for Studentvip on Facebook. Mailed UNBSJ campaign posters for high visibility areas on campus – Studentvip. Settled January and February invoices for WCB and paid vendors for WCB purchases. Worked with VP Finance on a cross comparison of enrollment with Studentvip and UNB FS. LightSpeed POS training and set-up continues. Prepared and distributed society allocation cheques while creating a spreadsheet of outstanding documents by group. Issued T-4's for WCB staff and GSA executive. Assisting VP Societies and Events with the upcoming Graduate Research conference and social at WCB. Contacted students regarding scheduling of Blue Cross envelope pick-ups. Received and distributed Direct2U packages. Updated QuickBooks and RBC accounts. HST paid to Revenue Canada. Worked one-on-one with students experiencing difficulties with health and dental/travel issues related to GSA insurance. Assisted Cody and VP Finance with budget queries/preparation. Deposits to RBC for WCB, Mactaquac Winter Wellness, Movie night, Bus pass and manual health & dental adds. Annual UNB Alden Nowlan House inspection conducted with independent review committee.

Finance and Events Committee – no additional information to report.

7. GSA Health & Dental Discussion

Discussion regarding the addition of Sleep Apnea mask coverage to GSA plan. Would necessitate a 2% increase to add the mask. Only 2 reported claims in the past 2 years. GSA executive recommends that since there were only 2 claims we would not add to the plan as the increase for 2 claims would be passed on to all students on the plan. It is up to the council to decide if they would like to support this recommendation. Open to discussion.

Question: so, we would keep the addition of the SAP – Student assistance Program but we would not include coverage for the Sleep Apnea masks, even though current coverage levels for it do not meet hygienic replacement guidelines. The VP Finance responds, yes, keep the SAP as there is value in the legal request frequency for this year alone.

Question from Biology: do we know how many people are using the SAP? VP Finance responds that we are not entirely sure, and we are trying to get the word out to more students, but not sure about usage currently.

Question from Biology: How much does it cost? VP Finance responds that it is a one-time cost of \$3.78 per student. 1500 students equal an increase of \$7-8.

Chair summarizes discussion: we include both, one or none? Moved by the VP Finance and seconded by the President; no Sleep Apnea increase but keep the SAP. Chair instructs that council can discuss further or amend the motion. Calls the question, motion passes unanimously.

Health & Dental enrollment Discrepancies Power Point presentation by VP Finance.

Based on the recommendation by our Accountant we are coming back to council on this issue to determine if there is continued council support to seek a legal opinion as discussed at previous council meetings. Explanation by VP Finance and the Chair regarding the intricacies of how numbers are calculated and the schedule and amounts of fees paid prior to 2015.

Question from Business Administration: do we have the option to settle this issue without having to pay a lawyer? What would that cost? VP Finance responds that we can do any number of things, this query is to determine if there is support from Council to ask a lawyer our full range of options. That would only take 1-2 hours of initial consultation and the findings would be reported back to council for discussion and decision based on the recommendations.

Question from UNB SJ: any idea of who we should go to for advice? VP Finance states that the top 3 Fredericton firms were suggested by Accountant.

Question from Interdisciplinary: any benefit if we just go to the Press? VP Finance responds, there could be benefits, however, the executive is putting forth the recommendation that we consult with a legal professional before taking any action.

Question from Biology: can we just let all grads know? VP Finance responds that at this point we are only looking to seek legal advice.

Electrical Engineering states: we should get the opinion.

Forestry: we should seek a legal opinion and ask the lawyers for advice on speaking to the media. Chair responds yes, we will put that question forward.

Question from Forestry: do we know if this is happening to the undergrads or to other Universities? Chair responds, we do not know if it is a problem.

Question UNB SJ: is there any way to alter future physical schedule cycles to control for this? VP Finance responds that the executive has created a fee payment schedule with deadlines to try and address this issue and make the reported numbers more reliable. This term it has worked very well with only a 4-person variance.

Question from Electrical Engineering: is there anyway that GSA can see the enrollment lists. Chair responds that the issue is that the lists are not reliable and can change even hour to hour.

Motion by VP Finance, seconded by UNB SJ to move forward seeking a legal opinion and bring the findings back for our next meeting in April. Motion passes unanimously.

8. Announcement by Forestry regarding participation in a new pilot project recycling program. Volunteers requested if anyone would like to participate in starting the collection of non-refundable recyclables – 7 people required, implemented by FGSA.

9. Meeting is adjourned at 7:29 by VP Academic & Biology.