York University
CS GSA Executive Meeting Minutes

October 11, 2007, 3:00 p.m., Grad Lounge

Present: Edward Shen, Cyrus Minwalla, Mike Liscombe, Nassim Nasser, Anna Topol.

1. Introductions

Introductions of the new executives:

CSGSA President: Edward Shen
CSGSA VP Finance: Cyrus Minwalla
CSGSA VP External: Michael Liscombe
CSGSA VP Internal: Nassim Nasser
CSGSA VP Communications: Anna Topol

Edward and Cyrus have just come back from the bank and let everyone know the current financial state of the CSGSA.

Edward proposed to have monthly executive meetings every 4th Thursday of the month (a week after the GSA meetings). Tentatively agreed - might need to move it if Ed will be attending senate meetings which are also at the end of the month.

2. GSA Council Meeting Summary (Ed Shen)

- Ed reported on the last month’s GSA meeting:
  - PhD completion times was the main issue addressed.
  - While not critical (but potentially inconvenient) for CS students, very important for other faculties.

- As the VP External Mike will attend council meeting next week. He will be distributing the GSA news/information from now on to CS student body instead of Edward. Mike will be giving council’s report representing our CS GSA at the GSA meeting explaining what we’re doing/deciding.

- Participants have discussed under-representation of science departments GSA and why it is important for us to maintain the sense of community in department through social events and general member meetings.

3. Executive Responsibilities Overview

*** For approval ***
Ed proposed to amend the responsibilities of the Executive members to incorporate attendance of University meetings external to CS GSA that potentially affect the affairs of our graduate students. The following was **accepted**:

A. President: is to attend the FGS meetings with Graduate Programme Director as the student body representative for the CSE Department.

B. VP Finance: should attend the Funding committee meetings.

C. VP Internal should get in on the CSE department faculty meetings to get more involved with TA assignments, possibly arrange to have regular meetings with the Graduate Program Director. Also need to increase involvement with the CS Chair to discuss new intra-department policies, expected enrollment, etc.

CS GSA needs office space to hold regular office hours to meet with students, sell snacks to raise money for the Association. Should address this next Summer when the office space allocation takes place.

The website for the CSGSA is not presently available. Anna needs to contact tech support about access to the allocated web space.

Things to put on the web site:

- Useful links: CUPE (health, etc.), FGS (policies), etc.
- Funding breakdown information for students - deductions, refunds.
- Minutes from the meetings.
- Pictures from events.

Cyrus Proposed to register CSGSA with SC&LD as a club.

All **agreed**.

- Need to first check with GSA if we’re allowed to become a club.

### 4. Discussion - CSGSA constitution revisions

*** For approval ***

- **Section 1. 5th bullet**, point regarding representation of CS grad students in the event of conflict with faculty or administration is not clear. Agreed to update to say that “CSGSA will be involved to the extent determined at the discretion of the CSGSA committee.” Also need to consult the GSA constitution on this point.

- **Section 2.** Update the constitution to add the sitting in on external meetings for executive members as outlined in point 3.

- **Section 3.** Voting:
1. Update “president has two votes” into “if there’s an even number of votes division, president has the deciding vote” to clarify as there are currently 5 executive members.

2. Append provision for the second nominations period with same rules if any positions are not filled during the first election.

5. Planning - CSGSA sponsored event

- Decided to have a general members meeting (GMM) to vote on the updated constitution and a CSGSA welcome social on October 23, 2007 (Tuesday) at 1:30 p.m.

- Discussed obtaining funding for the food and refreshments for the upcoming GMM and a ski trip in late February/early March. Agreed that more advance notice to students is needed in regards to the ski trip. Also will try to get reduced prices for the related costs. Nassim should contact Rick Wildes on what funding budget he has for the CS GSA events and look into the feasibility of choosing Blue Mountain as the destination for the trip.

- Discussed plans for another foosball tournament - GSA will not provide refreshments and food this time and instead spend money on a trophy and prizes for the participants.

6. Other Business

Richard Wildes has walked in on the meeting and a discussion took place on the possibility of student involvement in TA assignments and funding.

The following business arose from the meeting discussions:

- Send a letter to grad director and department chair about uneven pay distribution at the beginning of the year and funding consistency in the light of the pay difference between the existing and incoming graduate students.

- Ask department chair about having a grad representative at faculty meetings.

- Send an event proposal to Rick Wildes for the funds request (ski trip, and small amount for GMM).

- Suggest to either have a TA assignment committee and have a VP Internal to sit in on it or/and as the course directors’s preferences are taken into account when the TA assignments take place, advise students to contact the course director or the course they would like to TA in advance of the assignment.

7. Adjournment

The meeting adjourned at 5:00 p.m.