

## Psychology Graduate Students Association

### Agenda and Meeting Minutes

January 26<sup>th</sup>, 2024

The following constitutes the minutes of the PGSA meeting held on January 26, 2024

**Present were:** Andrew McLennan, Anna Dollimount, Saba Salimuddin, Emily Winters, Kylie Arsenault, Louise Castillo, Joanna Vint, Mickenzie Glana, Caeleigh Landry, May Ly, Tilar Steinke

#### **I. Call to order and approval of the agenda/ meeting minutes**

- a. Meeting called to order at 3:03PM
- b. Minutes approved by Anna and Emily

#### **II. Reports of Officers**

##### *President (McLennan)*

- I met with GSA representative to discuss details of how GSA can support the PGSA. GSA will support up to \$600 annually to cover costs of events or other PGSA matters
- Receipts have been sent to GSA and we will wait to hear back
- Spoke with Department Head to discuss the need for students to manage the department website

##### *Vice-President (TBD)*

- N/A

##### *Treasurer (Salimuddin)*

- Balance is 2609.46
- We need to transfer to \$1000 to ARC. We have a cheque for ARC
- We spent \$260 on Christmas event, but transferred \$300 to Kylie. Should Kylie keep \$40 or send it back to PGSA
  - o Kylie can keep \$40 in her account
- Recycling: assistance from Geoff, but we do not know where that is at.
  - o Can reach to Geoff to figure that out.
  - o Had been petty cash, but unsure if it is transferred to our account
  - o Emily can text Robin to ask
- Conexus documents goes to PGSA mailbox
  - o Thoughts that we were going to digitalize the banking binder
  - o 7 years is the amount of time needed to keep banking information
- Transferring account over to Andy

##### *Department and Curriculum Committee Meeting Representative (Dollimount)*

- No reports

*Clinical Committee Representative (Castillo)*

- No reports

*Experimental and Applied Committee Representative (Hagi)*

- No reports

*PSA Representative (N/A)*

- No reports

*Faculty Liaison (Dr. MacLennan)*

- No reports

*Union Steward (Sander)*

- No reports

*GSA Representative (MacDonald)*

- No reports

*External Relations (Landry)*

- PSA had no idea that they were trying to get a hold of us
- Email was sent to PSA and there has been some contact
- 2.5 months and there have been no responses since our last email
- Midyear mentorship check-in – a reminder to do the check-in survey

*CPA Campus Representative (Tran)*

- No reports

*Justice Equity Diversity and Inclusion Representative (Ly)*

- ARC has an event on March 21, 2024
- Refreshing group identity

*Social Representative (Kylie)*

- Nothing major to report but a successful Christmas event
- Poll to be sent out in a month or so to schedule the April event

*First Year EAP Representative (Steinke)*

- No reports
- Tilar and Joanna on website

*First Year Clinical Representative (Joanna)*

- No reports

*APA Representative (Kinsman)*

- No reports

*Web Master (Mackenzie)*

- No reports

**III. *Business arising from the minutes of the last meeting***

- a. Surveys on research ethics board and FGSR
  - i. This is going to be held off for now
- b. FGSR was going to be tabled
  - i. This is going to be held off for now given that FGSR has different processes put in place.

**IV. *New Business***

- a. Discussion with Department Head regarding status on clinical and experimental 1<sup>st</sup> year representatives working on website
  - i. Proposed meeting to be set with Andy and Mackenzie (and others who are interested) to discuss this further.
- b. Starting a PGSA shared drive to keep documents/ other relevant information that is not critical, such as banking information.
  - i. Shared One Drive might be the best use of space.
- c. Following election for VP, a call for nominations will be sent out to fill Anna's past role as curriculum rep.

**V. *Motions***

- a. Motion to begin nomination/ voting for Vice President position
- b. Motion (Kylie and Donna)

**VI. *Voting***

- a. No voting necessary as Anna was the only nominee for the VP role

**VII. *Motion to Adjourn Meeting***

- a. Anna (1<sup>st</sup>) Emily (2<sup>nd</sup>)

**Meeting adjourned at 3:58 pm**