Gaia Executive Meeting – March 6, 2014

1. Attendance
	1. Nicole, Amy, Leo, Valerie, Kaylan, Becca, Laura, Aly, and Felix,
2. Thank you, Year Reps for joining us
3. Computer
	1. Internet update. We need to vote to approve to purchase the Internet card. It was on sale for about 40$. On Internet for the office, for the upcoming years….
	2. ALL in favor of the Internet card that was 40$.
	3. Amy will get it set up for next week.
4. President updates
	1. PRT on Feb 26
		1. Talked about things that have been going on all month
		2. Ipod battle in a few weeks
		3. March 22 Montreal trip
		4. Last day to buy tickets for arts ball is march 12th
		5. March 28 party at 18128
		6. March 13th election results for safa will be announced at 6PM
		7. Arts retreat: for incoming/outgoing members – its not required, but helpful for new exec. Will be april 24-26. Bus leaves on 24th at 5PM from campus. If anyone has any ideas for arts retreat, in terms of workshops, let Nicole know and she will pass them on to Dan. does anyone have suggestions now? They generally go over things like marshals rules…the role of outgoing members there is to provide help…
			1. Leo: how to get Photoshop…
			2. Emma: all the stuff from winter arts retreat would be good to have during this one.
			3. Levi: the finance stuff we went over at winter arts retreat should really be done at this one too – would have been very helpful to have before.
	2. Safa has also made a lot of scholarships available to any volunteers of safa – it will be based on the number of applicants what the $$ will be. There is a short questionnaire to answer … very simple to apply. If you go to safa facebook page it should be posted. Any applicant that becomes a finalist will be invited to a reception type thing in a month with cocktails ext.
	3. Scholarship email from Crighton : Geography scholarships, not just specific to geography but a bit more broad. He sent a document, which emma has and will promote.
	4. Student concerns about Geomatics major : A student contacted Nicole….. about how the geometrics program was suspended. This student has a minor in geography, major in computer science - and contacted Nicole about the fact that there are many computer science students who would be interested in more geomatics knowledge – but they are hitting roadblocks trying to have access to the minor/major programs. Nicole will bring this up with Prof.Crighton, as this is a valuable concern, and great feedback.
	5. Elections – there is a poster that leo has checked for French, and it will be send out tonight.
		1. Advertise elections March 5th
		2. Nomination forms available March 10 – They will be on the door. Don’t let anyone take forms before Monday. Please make sure your door is wide open during your office hours. Let people know that they can slide finished forms under the door. NO signing can happen inside the GAIA office.
		3. Nomination forms due Friday March 14th at 5pm – immediately on Friday at 5 there will be an all candidates meeting – they will email Nicole if they cant make it. It will just be going over rules and regs. All their signatures need to be geography/geomatics/env students.
		4. All Candidates meeting Friday March 14th at 5pm - will cover all they need to know about postering, rules ext. if people are asking about what positions entail, you can give them info, but you can also direct them to the constitution which has all the info.
		5. Campaign period March 17-March 21th
		6. Voting Day March 21th 8:30am-6pm
		7. Ballot counting March 21st at 6pm
		8. Announcement of incoming exec March 21st prior to Climbing Event
		9. Rules and regulations – If you are an exec member and you’re deciding on running, you cant be using any gaia resources during campaign period. You do not use gaia resources for campaigning.
		10. If anyone has any questions they can e-mail Nicole at gaia.pres@artsuottawa.ca
	6. Outgoing members – keep in mind you also need to write a transition report. You will need to have the transition report finished for our transition meeting .
	7. Gaia Relay team
		1. Relay for Life on March 7th in the UCU.
		2. Sign up on the page that I posted in our group! You can even sign up in person there. Bring blankets and pillows and stuff.
5. Secretary update - Nothing new….
6. VP Uni Affairs update
	1. UART update
		1. Updating everyone’s events…
			1. Backback to briefcase event on March 11th. Meeting alumni, people with arts degrees, networking. It’s a whine and cheese. Lots of information today.
			2. Showcase on March 26th – that’s when they give out the scholarships. 2 people per MA can go.
			3. Archives thing – collecting memories…. Like a time capsue.
			4. Faculty council meeting. They are changing the program… the philosophy course is gone…. Incoming students will take 2 english one phil. They cant decide what to add in then…. Maybe a AAA course, thinking and writing, catered to a contemporary issue. This wont take effect until 2015…maybe 2016.
	2. Library
		1. Follow up on book returns etc
		2. Start considering method for getting additional books. There should be some kind of advertisement for people to donate books at the end of the semester.
	3. Scholarship
		1. Recipients to pick up cheques - one has, one has not
	4. Wine and Cheese debrief
		1. Money for 1848 – amy will write cheques tonight.
		2. Invoice photocopy to department and GGSA
			1. It was good that the area was cornered off.
			2. It was good with the big tables, forced everyone to be together – it was a good setup
			3. It was neat to have the admin there this time, and a lot of it had to do with good follow-ups. We gave invites, but reminders the day of to admin and profs really helped – so going in person multiple times was really helpful. It was the most grad students we have had come as well so that’s great.
			4. We could probably do better on the interaction. When we did human bingo at the pizza night, that was a good idea – for future exec, if you provide a forced game, that facilitates interaction, that is a great way to avoid awkwardness and help with communication.
7. VP Communications update
	1. Apparel
		1. Leo will post something letting people know that they can slide orders under the door.
		2. Find out cost associated with an order of 10 sweaters – ros will check this out.
		3. Order will be submitted next week on condition
		4. FOLLOW UP
	2. Leo has made posters for the events for the rest of year, so we just need to confirm the dates so he can finish all of those up.
8. VP Social update
	1. Pub night on Friday debrief
		1. LOTS of fun, but a lot of people got caught in the line. So maybe the next one we can do a pub style one. Rotate pub and dancing.
		2. Next time either really promote the pre for any new people, or try harder for a café alt next time for the pre drink.
	2. Climbing: vertical reality is between Ottawa and Gatineau, if we get 12 people we get a group rate wich is 13$for climb, and 10 for boulder per person…or after 9PM its 6$… if we go after 9 there’s no lessons… Equipment rental is 3$.
	3. For time – 6PM would be good for most.
	4. Poling station will close around 5:30, and have everything ready to go for 6. Meet at café alt at 6. And then walk or bus over to VR.
9. VP Finance update
	1. Amy missed last meeting, but next meeting she can go. She is ahead anyways, so no problem. She has a bunch of cheques to catch up on; emma for crackers and cheese, levi for nature nocturne. Amy is also needing an invoice for the trip from the skiing. Felix will call him to get that.
10. Questions/uncertainties/etc
11. Varia
	1. Nicole: Arts ball – Nicole reserved 2 tables for us. Table 10 and table 11.