Engineering Graduate Course Council

# Meeting Minutes

# November 19, 2013

## Opening

The regular meeting of the Engineering Graduate Course Council was called to order at 1510 hrs on November 19, 2013 in Engineering 3C60 by Cinnati Loi.

## Present

ASM Atiqul Islam (Mech Engg), Bibi Ol (Chem Engg), Mostafa (Chem Engg), Roanne Kelin (Civil & Geol Engg), Shea Pederson (Elec Engg), Kurt Woytiuk, Rajat Chakravarty and Cinnati Loi.

## Approval of Agenda (Proposed by Bibi, Seconded by Atiqul)

The agenda was unanimously approved as distributed.

## Approval of Minutes (Proposed by Shea, Seconded by Kurt)

The minutes of the previous meeting were unanimously approved as distributed.

## Open Issues

1. Payment of TV – taken care of by the department and a cheque should be addressed to the EGCC. Rajat has handed over the GSA cheque (of $494) to Kurt and shall discuss funding issues further.
2. Academic Honesty Session – food for 60 people arranged by the Dean’s office. A mail shall be sent out on Sunday late night or Monday (25th Nov) morning intimating graduate students for the same.
3. Faculty Council Meeting – Cinnati and Kurt were in attendance. Nothing significant was discussed. A few housekeeping issues and discussions on actions on misconduct was proposed. Roanne updated council on discussions at the Local Safety Committee meeting regarding the proper issuing and disposing of chemicals. Thereafter, a discussion ensued on the details of incident of the suspended student Kowsari from Chemical Engineering last month.
4. New Website – Cinnati is working on transferring the existing website to the university template.
5. GSA Council Meeting – explanation of the $15000 comprehensive audit is required.

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## New Business

1. Safety event for students – slated on Jan 8th. Roanne is on the committee discussing plans for the same and graduate student volunteers may be sought for the same in the near future.

## Adjournment (Proposed by Kurt and Seconded by Rajat)

Meeting was adjourned at 4.10 p.m. by Cinnati Loi. The next executive meeting will be at 1400 hrs on December 12, 2013, in Engineering 3C70.

Minutes submitted by: Rajat Chakravarty

Approved by: Cinnati Loi