

**MINUTES OF THE 1<sup>ST</sup> GENERAL ASSEMBLY MEETING FOR THE 2015/2016  
ACADEMIC YEAR HELD AT THE COLLEGE OF SCIENCE AUDITORIUM ON**

**25<sup>TH</sup> SEPTEMBER 2015**

**1.0 OPENING**

The meeting started at 10:15am with an opening prayer by the Vice President, Blewusi Ama Nani. The PRO, Richard Appau who was the MC for programme introduced all Executives and other appointed Committee Heads present. He as well introduced the GRASAG President, Felix Osafo, as the chairman for the meeting.

**2.0 AGENDA**

The chairman welcomed all members to the meeting. He outlined and elaborated on the activities for the semester which included Research training, Educational forum, Socializing, Time with the VC and Departmental Visitation. He also mentioned major projects that his administration would undertake and they included; renovation of the GRASAG study room, starting the hostel project and renovation of the research commons.

**2.1.1 Research Training**

He mentioned that, based on the recommendation received last year after the research training, a decision was reached to decentralize the research training to the college level. He added that, a training session would also be organized for the part time students on campus and off-campus.

Questions were allowed after the presentation. A member suggested that, the date for the research training be pushed forward to allow the 2<sup>nd</sup> years benefit since most of them would be

presenting their proposals soon. The Chairman invited suggestions on the change of date for the training. The PRO mentioned that, the resource person had already been informed about the date therefore, it would be difficult changing it. He further proposed that, going forward, the various departments could be engaged to organize training on proposal writing for their students. The Chairman responded that, the idea would be considered, hence he would meet with the various Heads of Department to see how best it can be handled.

### **2.1.2 Educational Forum**

The President informed the house that, an educational forum which is normally organized by the office of the Women's Commission would be held this semester. He mentioned that prominent people like, Dr. Mrs. Ellis, Nana Konadu Agyeman Rawlings, Usler Owusu, Prof. Mrs. Ivok Oduro, Barima Osei Mensah (CEO of Adinkra Pastries) among others had been invited for the program. The Women's Commissioner took members through the preparations that had been made so far and also encouraged members to partake in the program when the time is due. A member asked whether any arrangement had been made with the various departments to ensure that students who have lectures during the scheduled time gets the opportunity to partake in the programme. The Chairman responded that, a letter would be sent to the Dean of Graduate Studies and copied to the Heads of Department to release students for all GRASAG programs. Another member also asked how the part time students would benefit from the program since it had been scheduled on a week day. The President responded that, it was so because majority of students are normally on campus during the weekdays hence maximum participation would be attained. He added that, other programs would also be scheduled on weekends to suit the part time students.

A member suggested that, a WhatsApp platform be created for all women in GRASAG to interact. A member also suggested that, the research training should include publication of papers to help enlighten students in that regard. Another member stated that, members should be fed with the details of the program earlier enough to help them plan ahead of time.

### **2.1.3 Socialization**

The Chairman mentioned that GRASAG would organize socializing therefore, the organizing team would be working to ensure its success. He added that, the details would be communicated to members later. He then opened the floor for questions and comments. A member suggested that we share the tickets at the entrance of the venue for security reasons. Another member was also of the view that, it would be suitable to share the tickets before the program provided the security features on the tickets could be increased. There were several deliberations on the matter which centered on issuing tickets before or at the program. In order to reach a decision on the time for issuing the socializing tickets, the Chairman conducted a voting exercise. The voting results is presented in the table below;

<b>Motion</b>	<b>Number of votes</b>
Sharing of tickets before the programme	55
Sharing of tickets at the entrance of the venue	11
Abstention	11

Based on the results of the voting, the Chairman then declared that, the tickets for the socializing would be shared before the program. He added that the modalities would be communicated later.

A member suggested that, there should be different types of food to ensure that members have their preference of food.

#### **2.1.4 Departmental Visitations**

The purpose of the visitation according to the Chairman, was to address problems encountered by students at the departmental level. He also mentioned that, a meeting between the Vice Chancellor and students would be organized to help address the concerns of students.

#### **2.2 Bench Fee**

The chairman informed the house that the name “bench fee” had been changed to “Research support fee”. He revealed that, there was currently an on-going debate concerning the reduction of the fee. Hence a board comprising of all Departmental Heads, been chaired by the Dean of Graduate Students had been formed. He added that, purpose of the board was to discuss the use of the bench fee, the appropriate amount to be paid and how the fees would be accessed by students. He emphasized that, there had been a reduction in the amount charged for most Colleges. He added that the board would sit again for a final decision to be reached on how possible monies would be reimbursed to students if it becomes necessary.

Most of the concerns raised by members centered on failure of the various departments to use the bench fee for its intended purpose and this was evident based on the poor facilities at the various departments which do not meet the standard of the Postgraduate student. Other comments were commendations to the executives for the work done.

#### **2.3 2015/2016 Bursary Applications Issues**

The Chairman mentioned that the collection of bursaries was ongoing. He then educated members on the requirement for the bursary. He added that not all bursary applicants can be assured of its acquisition. He further explained that, some applicants for the 2014/2015 bursary were rejected on the basis of not being regular students, omission of student's reference numbers and incomplete filling of the form. A member asked why the bursary was being used to offset students' debt. The Chairman responded that the issue would be resolved to allow students access their monies.

#### **2.4 2015/2016 Senate elections and Committee formation**

The Chairman informed the house that according to Article 18 of the GRASAG constitution, it was mandatory for senate and other committees to be formed. In that regard, the Electoral commissioner was given the opportunity to talk about senate elections and its formation. The Electoral Commissioner therefore opened nominations for interested members to apply, stating the modalities involved.

#### **2.5 Deduction of an Amount of the Bursary to Assist Research**

The chairman read a letter from the national office of the association to the general assembly stating that there had been a decision to deduct GH¢10 from the amount every bursary beneficiary receives. He said that the decision was pending approval from the general assembly since it is the highest decision making body of GRASAG. He invited questions and comments on the matter. A member asked how the funds would be regulated and accessed. The Chairman said that the modalities has not yet been communicated. Major comments that came were suggestions

to institutionalize the funds. The Chairman opened the floor for members to vote on the deduction of the GH¢10 for the fund. The table below shows the results;

<b>Motion</b>	<b>Number of Votes</b>
Members who supported the deduction of the amount	57
Members who are against the deduction of the amount	7
Abstention	9

Based on the results the Chairman declared that, the amount be deducted for its indicated purpose.

## **2.5 Any Other Business**

A member complained that the time for meetings should be checked to suit all students, and also, the closure time for all meetings should be stated in all notices.

Another member complained that, the time for meetings should be scheduled to suit Muslims as well.

A member suggested that a big bill board be made for GRASAG. He further asked how the administration is going to mobilize funds to ensure that all GRASAG programs are well organized and all souvenirs provided as well since there wasn't any collection of the table top dues.

The Chairman responded that sponsorships were being sort for. He explained that the school fees component assigned to the association would be managed judiciously. He again asked what the money generated from the bus was used for. The Chairman answered that, the money is not used but kept in a separate account. He suggested that a carrier be made for the bus. The Chairman answered that providing a carrier would allow users to overload the bus which could reduce the lifespan of the bus.

A member complained that, the internet link at the secretariat should be improved since it was very slow. The Chairman answered that, UITS was currently working on the internet system on the entire campus he therefore believed the link would get better soon.

The Judicial Chairman advised members to abreast themselves with the content of the constitution.

### **3.0 CLOSING**

Without any further discussions, the chairman thanked all members and Helbert Homiah moved for the closure of the meeting. Douglas Adu seconded the motion. Aloysius Bampia gave the closing prayer and the meeting finally closed at 2:30pm.

