

Student Government Association

Date: January 20th, 2020
Time: 2pm – 2:50pm
Venue: **Dr Brown's Office (Library).**

ATTENDANCE

Idir Moukhlis, Sahar El Farouq, Dr Zaynab Brown, Sinclair Barbehenn

MEETING OBJECTIVE: Conduct preliminary audit review of the SGA.

MEETING MINUTES

The following points were raised:

- The policies and procedures governing SGA
- Position of the SGA within the AUJ organizational chart
- The SGA organizational chart
- Tools used by the SGA (Complaint management system, KPIs)
- The way the SGA budget is used and managed
- The absence of signed documents between SGA and other stakeholders
- All tools used by SGA for promotion and communication (Facebook page, Facebook Group, Website, CMS, Instagram)
- The Audit Office requested an SGA portfolio (Constitution, election code, screenshots from the CMS, website, Discord etc)
- The Audit Office will send a report of the meeting to the SGA
- The Audit Office wants to have a presentation from SGA to other departments about the CMS.