

AGM COMMITTEE REPORT
BURSARY AND COMMUNITY SERVICES COMMITTEE
 Progress Report from November 2024 to November 2025
 Submitted to ATIA Council on October 28, 2025

Note that this report **should be completed and sent to the ATIA Admin (admin@atia.ab.ca)** 2 weeks before the AGM. It should be prepared by the Chair(s) and approved by the members of the Committee before being submitted to ATIA Council.

Members (First name and surname)	Email address	Role Chair, co-chair, member by default	Status Active - Inactive (To be completed by chair)
Siyi Tonella	Siyilee520@hotmail.com	Chair	Active
Samah Elzahaby	elzahaby1@yahoo.com	Member	Active
Ahmad Reza Katouzian	ahmadreza.katouzian@gmail.com	Member	Active
Jocelyne Tendop	jocelyne.tendop@gmail.com	Member	Inactive
Diana Khadem	divanazelena@gmail.com	Member	Inactive

Number of meetings held during the period: 2

Date	Purpose	Main outcomes achieved
December 2, 2024	Orientation and goal setting 1) Welcome and overview of the committee 2) Committee Expectations 3) Elect chair and co-chair	Jocelyne and Siyi to co-chair the committee Sama shall continue to monitor committee email
March 17, 2025	Bursary Application	Pre-approved bursary applications for two associate members

Outline of the Work Plan:

- To continue receiving and reviewing applications for our grants and bursary program.
- To work with Alberta-based not-for-profit organizations that have limited funding available to offer free translation/interpretation services through our volunteer members.
- Continue drafting a committee handbook to outline our committee's process to ensure continuity of our work with or without current chair/member in the future.

Objectives for the current mandate:

Same as above.

Objectives completed to date:

- We pre-approved 2 bursary applications, pending submittal of actual receipts from applicants.
- We successfully rolled out the community service program and facilitated 3 interpretation assignments with Ruths House with the help of our Tigrinya interpreter,
- We worked with Calgary Youth Justice Society on a few interpretation assignments.
- A committee handbook was started but incomplete.

Obstacles or issues encountered, and what steps have been taken to resolve these:

The past committee chair Siyi Tonella was unable to commit to being the chair due to busy work and life and agreed to co-chair with Jocelyn to help smooth over the transition. Jocelyne did not reach out to anyone after the orientation meeting, so Siyi stayed on as chair but was faced with less-than-ideal participation from committee members and slashed funding, but we managed to continue with existing grant and bursary programs and made progress on the community outreach.

Comments and observations:

As the chair of the committee, I take personal responsibility for not keeping up with scheduled meetings or having the time to improve the committee's work further, and I would like to elect a new chair for the next year, while serving as a member only.

Next steps:

Recruit new members for the next membership year.
Elect a new chair.
Complete the committee handbook.

*Siyi Tonella, C. Tran., BHrM.
October 27, 2025*