JANUARY CUSA COUNCIL AGENDA
January 31st, 2022 @ 6:00 PM

Prepared by:
Jordan Collacutt, Executive Assistant
## ATTENDANCE RECORD:

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<tr>
<th>Position</th>
<th>Councillor</th>
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<td><strong>Interim-President</strong></td>
<td>Ahmad Hashimi</td>
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<td><strong>Vice President Finance</strong></td>
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<td><strong>Vice President Student Issues</strong></td>
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<td><strong>Vice President Community Engagement</strong></td>
<td>Callie Ogden</td>
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<td><strong>Vice President Student Life</strong></td>
<td>Daisy Kasper</td>
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<td>GSA</td>
<td>Anastasia Lettieri</td>
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<td>Mira Gillis</td>
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<td>CASG</td>
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AGENDA:

CUSA the Association Meeting Agenda:

1. Announcements and Correspondence
   a. Announcement from the CUSA Chief Electoral Officer
2. Approval of the Agenda
3. Approval of Past Minutes
4. Approval of the CUSA Elections Writ of Referendum
5. Executives Report
   a. Vice President, Finance
   b. Vice President, Student Issues
   c. Vice President, Community Engagement
   d. Vice President, Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Minutes of the Policy Review Committee
13. Items for Information
   a. Vice President Finance / Secretary Treasurer Nominating and Selection Committee Terms of Reference
   b. Correspondence from a CUSA Student, as submitted by Councillor Gray Simms
   c. Intervention from Tiana Thomas, Member of the Association
14. Question Period
15. Other Business
   a. Motion to Constitute the CUSA Board of Directors and Constitute/Fill the CUSA Board Nominating Committee
   b. Motion to Approve the Amended CUSA Elections Writ of Election
1. Announcements and Correspondence

From the Vice President, Internal: The following CUSA Councillors have not yet met their obligation to be a member of at least one CUSA Council Committee during the academic year:

Cllr. Nathan Cyril Manlangit
Cllr. Grant Wilson
Cllr. Diya Kulkarni
Cllr. Lily Huang
Cllr. Baher Mansour
Cllr. Ahmed Kataite
Cllr. Keenan Reynolds
2. Approval of the Agenda

Moved:                                                               Seconded:

3. Approval of the Past Minutes

Be it resolved that CUSA Council approves the following minutes:

- May 2021
- June 2021 — Special Session
- June 2021
- July 2021
- August 2021 — Special Session
- August 2021
- September 2021
- October 2021
- November 2021
- December 2021 — Special Session

Moved:  Ahmad Hashimi                           Seconded:   Venassa Baptiste
4. Motion to Approve the CUSA Elections Writ of Referendum

Be it resolved that CUSA Council approves the CUSA Elections Writ of Referendum as presented:

“CUSA GENERAL REFERENDA 2022 WRIT OF ELECTION

Millennium Promise currently collects $6.00 per student per year as an Ancillary Levy Fee Group. Do you support removing the Millennium Promise as an Ancillary Levy Fee Group?

YES and NO Vote:

- A YES vote is to remove Millennium Promise as an ancillary fee.
- A NO vote is to keep Millennium Promise as an ancillary fee.

Expense Limit:

Referenda campaigns are limited to $400 per committee; all funds are 50% refundable. Expenditure reports must be submitted to the CEO no later than the closure of the polls on the final day of voting, by 11:59 P.M. on Thursday February 17th, 2022.

Campaign Period:

The Campaign Period will start on Monday February 28th, 2022, at 12:00AM, with the last day of campaigning on Thursday March 10th, 2022, at 11:59PM.

Voting Days:

Voting days will be held on Wednesday March 9th, and Thursday March 10th, 2022.

Further Information:
All inquiries regarding the electoral process and conduct should be referred to the Chief Electoral Officer via email elections@cusaonline.ca and/or via the Official Elections website www.cusaelections.ca. All rules and regulations regarding campaigning will be posted on the Elections Website prior to the commencement of the Campaign Period.

Interested persons and parties are encouraged to visit https://www.cusaonline.ca/student-levy-fees/ for information regarding Millennium Promise.”

Mover: VP Hashimi        Seconded: V. Baptiste
5. Executive Reports

Vice President, Finance Report

**Past Month**

➔ Club Oversight Committee
  ◆ Approving/rejecting/clarifying clubs/societies request for funding with the committee

➔ Academic Resilience Fund
  ◆ Approving/rejecting/requesting additional information concerning applications with the committee, as well as answering questions concerning the Fund from the student population
  ◆ Attempting to supplement the fund with emergency support from organizations
    - It’s a process!

➔ Havens has been undergoing renovations for a while. We are aiming for a launch of all the aspects planned for the space for Spring 2022
  ◆ We aim to use the space as a community hub for students and our neighbours to use for professional and social purposes, while still maintaining the bookstore component to offer affordable textbooks for students.

➔ Updates to the Itemized Budget Reference List
  ◆ Adding additional budget lines/explanation blurbs as requested from the service centres. Nothing will be removed, only added! I will send an email upon updating.

➔ Ancillary Fee Reform Committee
  ◆ Introduced another student-at-large to the committee
  ◆ Met with student levy groups (CFS, World Food Programme) to discuss context, relationship with CUSA, and how their services/organization works to directly/indirectly support CU undergraduate students
  ◆ Drafted Briefing Note concerning our findings (presented later on in council)
The briefing note will provide a cursory overview of our findings and to provide context to the Writ of Referenda that will be presented later on in council. We aim to draft a report to formally represent our recommendations to Council and next year’s Ancillary Fee Reform committee to consider.

➔ Applied for grant funding for 3 executive positions
  ◆ Currently awaiting the status of our applications. I applied for ⅔ executive positions because we did not receive the required documents for the other positions in time
  ◆ Anticipated :$7,500 per position (but any amount that we receive will be an accomplishment)

➔ Supported SOAR 2022 through planning, session proposal review, and financial contribution
  ◆ Congrats to Daisy and Callie for speaking at SOAR!!

**Ongoing Projects**

➔ Holding committee meetings with the Ancillary Fee Reform Committee
  ◆ Discussed ways to ensure events/initiatives/services held by groups students pay money directly to are promoted, how to hold levy groups accountable, and if certain groups are serving the current CU undergraduate student body the best way they can.

➔ Holding Academic Resilience Fund committee meetings and going through applications

➔ Currently applying for more funding regarding Anti-Racism projects, initiatives, and events
  ◆ If there is an event/initiative that Council/a councillor is interested in planning, let me know! It would be great to see y’all use your roles outside of how we normally do things.

➔ Clubs oversight Committee
  ◆ Continuing to meet on a regular basis to get through funding requests, certification/recertification requests, and other issues that arise

➔ Planning CUSA’s events for Black History Month as well as promoting/supporting RISE with their Black History Month events
◆ RISE has a calendar chock full of engaging, positive events for everyone to attend! Add them to your calendar!

➔ Student Government Lunch with student leaders on campus

**Month Ahead**

➔ Working with Haven employees and CUSA staff to support the goal to opening up Haven to the community this semester
➔ Continue meeting with levy groups through ancillary fee reform committee
➔ Continue sorting through applications for the Academic Resilience Fund
➔ Continue planning for winter programming/initiatives
  ◆ Black History Month(!), winter term events, etc.
➔ Working with VPSI Valentina and UG Governor Holden to review 2022-2023 tuition
➔ Mid-term budget update - anticipated release date: February 18th

**Professional/Academic Opportunities**

➔ [https://forms.carleton.ca/esp/social-media-communications-coordinator/](https://forms.carleton.ca/esp/social-media-communications-coordinator/): The Enriched Support Program (ESP) at Carleton University is seeking a Social Media & Communications Coordinator to: develop and execute their communications & social media strategy, create content, and help with event coordination. $20/hour, ~15 hours/week, Apply by **Feb 7th**!

➔ [https://onyxinitiative.org/](https://onyxinitiative.org/): catalyst for the professional growth and development of Black Canadians as they launch their careers after university/college, helping them through access to placements, mentorships, coaching and professional development.

If you have any questions, you can always reach me by email at **vpf@cusaonline.ca** or on Instagram @venassa_bae.

Can’t wait to see y’all on campus next week! Stop by the office on Thursdays to say hello!
Venassa <3
Vice President, Student Issues

Past Month
- Attended leadership workshop with executive team
- Participated in ISSO- Welcome Orientation
- Held a Cross-cultural interaction workshop with EIC
  - Looking to implement this training for CUSA executives and council onboarding
- Attended the Student Government Lunch
- Attended Advocacy training workshop
- Released iPhone Safe Tips and collaborated on Expressions of Empowerment Art Exhibit for Sexual Assault Awareness Week 2022
- Meetings with Suzanne regarding support for students.
  - International Students relief bursary
  - Increased financial support for Food Hamper program
  - Academic Consultation with provost and deans
- Met with undergrad governor Holden to discuss action plan regarding 2022-2023 Tuition
- Launched the International Students Relief Fund with CASG and ISSO
- Working with University to improve services of Unified Support Centre to be able to help more students with food hamper program

Ongoing Projects
- Campaigns planning and scheduling
- Monthly International Students Advocacy meeting
- Advocacy week training
- Tuition Fees campaign
- Monthly meeting with Dwaine- SEO
- Monthly meetings with ISSO

Month Ahead
- Finish review of CUSA’s Policies with Research and Advocacy Coordinator and VPCE
Advocacy Week
- Setting up CUSA Awards committee
- Plan Minwàdiyà-n! Campaign
- Attend Queen’s Female Leadership in Politics Conference
- Working with Service Centres on mandates
- Working with ISSO on international students welcome/resource guide

If you have any questions, you can always reach me by e-mail at vpsi@cusaonline.ca or on instagram at valentina_vera_g.

Best,

Valentina Vera Gonzalez
Vice President, Community Engagement

**Past Month:**
- Partnerships:
  - Ottawa Grocer - Unified Support Centre
  - SDG Program - FMP Carleton - Innovation Hub
- Released CUSA’s Wellness Guide
- Working on Policy Review with VPSI & Research and Advocacy Coordinator
- Met with Career Services to promote networking and job opportunities for students
- Annual General Survey Results
- Planning Advocacy week with VPSI
- Participated in the SP4CE Student Consultation
- Hosted Let’s Talk event with George St. Pierre
- Hosted Clubs Expo for Frost Week

**Ongoing Projects:**
- Brand Ambassadors
- Volunteer Opportunity Database
- Accessibility Fund Committee
- Weekly meeting with Jeremy Brzozowski (SEO)

**Month Ahead:**
- Finalizing dates for UN Keynote Speaker Series
- Finalizing a date for a Grant Writing workshop
- Advocacy Week
- Queen’s Female Leadership in Politics Conference

If you have any questions, you can always reach me by email at vpce@cusaonline.ca or on Instagram @callie_ogden.

All the best, **Callie Ogden**
Vice President, Student Life

**Past Month**

- Planned and Executed Winter Orientation Week (January 10-14)
  - Collaborated with various stakeholders on campus to organize programming and events for students
  - Worked with our communications team to finalize promotional materials for the week
  - CU vs OT Trivia w/ Ottawa U
  - Mental Health Chats Event with Big Brother Finalists
  - CUSA Clubs Expo Event
  - Hot Ones Event with Sean Evans
  - Magic Show Event with Nicholas Wallace

- Continued working on the CUSA Leadership Academy
  - Finalized January workshop facilitator
  - Populated the Brightspace course with additional resources and activities

- Planning for the CUSA Leadership Summit
  - Meeting with potential workshop facilitators and keynote speakers to speak at the Summit
  - Finalizing the agenda and schedule for workshops
  - Deciding format of Summit - Virtual or In person
  - Establishing campus partners and groups to support and promote the conference
  - Applied for CUX funding

- Working with Callie, VP CE to assist in releasing The CUSA Guide to Wellness

**Ongoing Projects**

- Building and executing the CUSA Leadership Academy + Workshops
- Planning the CUSA Leadership Summit
- Planning additional Programs and Events for the 2022 academic year
Month Ahead

➔ Continue bi-weekly meetings with Raven’s Athletics
  ◆ Brainstormed ways to engage students in Varsity athletics
  ◆ Continue selling birdgang passes out of CUSA Office
  ◆ Planning a Women in Sports Leadership Panel

➔ Work alongside CUSA Staff and VPCE to create CUSA Tik Tok’s

If you have any questions, you can always reach me by e-mail at vpsl@cusaonline.ca or on Instagram at @daizzzzz_.

Have a great start to the winter semester,

Daisy Kasper
6. RRRA Report

7. GSA Report

8. CASG Report

9. Senate Report

10. Board of Governors Report

11. Constituency Report

12. Committee Reports

Attached are the minutes from the CUSA Policy Review Committee.

13. Items for Information

ITEM ONE: Attached are the Vice President Finance / Secretary Treasurer Nominating and Selection Committee Terms of Reference.

ITEM TWO: Correspondence from a CUSA Student, as submitted by Councillor Gray Simms:
“I just want to give you a heads up that I honestly did not even know the Policy and Constitution Review Committee was a thing and was surprised to get the Congratulations email.

To be 100% transparent I applied to be CEO of the RRRA election and feel like that will be my main focus if I get the position. Thus I may resign from my position on the Committee as I feel it would not look the greatest to have the RRRA CEO also on the CUSA Policy and Constitution Review Committee.

I strongly believe to prevent something like this from happening again, CUSA should have it so that students apply to fulfill the student at large positions on the committee and are then selected for the positions through lottery.”

ITEM THREE: Intervention from Tiana Thomas, Member of the Association.

14. Question Period
15. OTHER BUSINESS:

Motion to Constitute the CUSA Board of Directors and Constitute/Fill the CUSA Board Nominating Committee

**Be it resolved that** CUSA Council constitute the CUSA Board of Directors with the following composition:

- Eight (8) General Directors, comprised of Carleton University Students-At-Large;
- One (1) President-Chief Executive Officer (“President/CEO”), Member; and
- One (1) Secretary-Treasurer, Vice President Finance (“Secretary-Treasurer”), non-voting.

**Be it further resolved that** CUSA Council constitute the CUSA Board Nominating Committee to: coordinate promotion of Director postings; develop interview questions; conduct interviews; and select a list of recommended candidates, providing a detailed recommendation of new Directors to Council for ratification, outlining specific skill-sets, experience, and education that qualify recommended candidates for the position.

**Be it further resolved that** the Nominating Committee shall have the following composition:

- Board Chair,
- One (1) CUSA Director,
- One (1) CUSA Councillor,
- One (1) CUSA Director Of Human Resources, non-voting;

**Be it further resolved that** CUSA Council fill the Nominating Committee with the following individuals:
• — Board Chair,
• — One (1) CUSA Director,
• — One (1) CUSA Councillor,
• Leanne Harvey — One (1) CUSA Director Of Human Resources, non-voting;

Be it further resolved that the Board Nominating Committee shall nominate a group of proposed, qualified Directors for the Members to elect at the Annual General Meeting, as per the Board Nominating Committee Terms of Reference.

Be it further resolves that six (6) of the ten (10) Directors, including the President/CEO and VP Finance/Secretary-Treasurer, shall be elected at each annual Members’ Meeting. The Board will decide the date of the Annual Members’ Meeting. The Annual Members’ Meeting will take place at Ottawa, Ontario.

Mover: A. Hashimi  Seconder: S. Khan

MOTION TO POSTPONE

Be it resolved, that consideration of this motion be postponed until the next meeting of CUSA Council, whether regularly-scheduled or specially-called.

Moved: G. Simms  Seconded: T. Scott
Motion to Approve the Amended CUSA Elections Writ of Election

Be it resolved that CUSA Council approves the CUSA Elections Writ of Election as presented here.

Mover: G. Simms  Seconded: J. Collacut (for VP Hashmi)
Motion to Fill the Student at Large Vacancies of the CUSA Student Initiative Fund Committee, CUSA Executive Compensation Review Committee, CUSA Constitutional Board, and CUSA Policy and Constitutional Review Committee

Be it resolved that CUSA Council fill the Student at Large Vacancies of the CUSA Student Initiative Fund Committee, CUSA Executive Compensation Review Committee, CUSA Constitutional Board, and CUSA Policy and Constitutional Review Committee by electing the following students-at-large to the respective committees:

**CUSA Student Initiative Fund Committee:**
1. Ebehiremen Iyere (Nominated by self)
2. Vacant — Student-at-Large
3. Vacant — Student-at-Large

**CUSA Executive Compensation Review Committee:**
1. Ebehiremen Iyere (Nominated by self)
2. Vacant — Student-at-Large
3. Vacant — Student-at-Large

**CUSA Policy and Constitutional Review Committee:**
1. David Noonan

**CUSA Constitutional Board:**
1. Vacant — Student-at-Large (Alternate)

Mover: A. Hashimi  Seconder: V. Vera Gonzalez
Motion to Fill the CUSA Council Indigenization Committee

Whereas the CUSA Council Indigenization Committee requires three (3) students-at-large to be elected to the Committee in order to fulfill its mandate;

And whereas CUSA Council voted on January 17th to postpone the Motion to Fill the CUSA Council Indigenization Committee until such a time as the Mawandoseg Coordinator can advise Council as to the filling of this Committee.

Be it resolved that CUSA Council fill the CUSA Council Indigenization Committee by electing the following students-at-large to the Committee:

1. Student-at-large:
2. Student-at-large:
3. Student-at-large:

Mover: Seconder:
Motion to Amend the Composition of the CUSA Awards Committee

Be it resolved that CUSA Council amend the composition of the CUSA Awards Committee from:

1. CUSA Councillor: A. St Pierre
2. CUSA Councillor: S. Hubbard
3. CUSA Councillor: T. Scott
4. Student-at-large: Veronica Dhindsa
5. Student-at-large: Anshul Tipnis
6. Student-at-large: Gabe Paraskevopolous

to:

1. Chair — Valentina Vera Gonzalez, VP Student Issues
2. Associate Vice-President (Teaching and Learning) — David Hornsby
3. Clerk of Senate — Elinor Sloan
4. Director, Student Affairs and Student Life — Jeremy Brzozowski
5. CUSA Councillor —
6. CUSA Councillor or Student-at-Large —

Be it further resolved that CUSA Council fills the CUSA Awards Committee with the following:

1. CUSA Councillor — L. Huang
2. CUSA Councillor or Student-at-Large — K. Caswell (G. Simms)

Mover: S. Khan Seconder: V. Vera Gonzalez
Motion to Draft New CUSA Committee Nomination Procedure Policies

Whereas students have raised concerns over the nomination process for CUSA Council Committees, where students have been chosen by CUSA Council to serve on CUSA Council Committees without their knowledge or prior expression of interest;

Be it resolved that CUSA Council direct the Constitution and Policy Review Committee to draft new policy to guide the nomination procedure of students-at-large to committees.

Moved: Cllr. Gray Simms  Seconder: S. Khan
Motion to Amend the Vice President Finance / Secretary Treasurer Nominating Committee Terms of Reference

Whereas the Constitution and Policy Review Committee was asked to review the Vice President Finance / Secretary Treasurer Nominating Committee Terms of reference upon its adoption from the Democratic Reform Committee,

And whereas the CPRC has recommended the following amendments to CUSA Council,

Be it Resolved that s.1 Objective be struck out and replaced with the following text:

To ensure that the authority of nominating and selecting of board members is shared between Council and the Board through highly specialized committees. To ensure that said allocation of authority promotes a system of checks and balances whereby a mix of democratically elected individuals from various bodies have the final say on the membership of each nominated position.

Be it further resolved that the text in the title of s. 2, “Selection Committee” be struck out and replaced with “Nominating Committee.”

Be it further resolved that s.2 (A) Mandate be struck out and replaced with the following text:

a. Coordinate promotion of the position of Vice-President Finance/Secretary-Treasurer.
b. Work with the Director of Human Resources to develop a standard of objective criteria for reviewing, interviewing, and selecting applicants.
c. A quorum of not less than three (3) voting members, and the Director of Human Resources, shall be required to interview the applicants.
d. Upon reviewing all applications, the whole committee will select at least two (2), and no more than four (4) nominees to present to CUSA council.
e. Provide a detailed recommendation for each Vice President Finance/Secretary-Treasurer candidate to Council for review and selection, outlining
specific skill-sets, experience, and education that qualify the recommended candidates for the position.

Be it further resolved that s.2 (B) Composition be amended by inserting “who shall serve as chair of the committee and vote only to break a tie” in para 1 after “Incoming President;” “selected by lottery” in paras. 2 and 3 after “CUSA Director” and “CUSA Councillors;” inserting “Outgoing” before “CUSA Director” in para 2; “One (1) student-at-large selected by lottery of all applicants” as para 4.

Be it further resolved, that this lottery of Councillors take place on this day before Council, and that the Constitution and Policy Review Committee be directed to formalize procedures of lottery selection in a similar manner.

*NOTE: In addition, the adoption of the preceding motion means that Council can move to strike the "Vice-President Finance / Secretary Treasurer Nominating Committee". G. Simms will move that motion as well, but it would probably be best included somewhere else in the agenda as it isn’t a direct recommendation from the CPRC, just the likely result of passing the above.**

Moved: G. Simms Seconded: J. Collacutt

AMENDMENT

Be it resolved, that the following text be inserted into the motion:

Be it resolved, that this lottery of Councillors take place on this day before Council, and that the Constitution and Policy Review Committee be directed to formalize procedures of lottery selection in a similar manner.

Moved: J. Collacutt Seconded: G. Simms
Motion to Set a Date for the Annual General Meeting

Whereas the new CUSA Bylaws dictate that the CUSA Board shall schedule an Annual General Meeting of Members of the Corporation;

And whereas CUSA Council remains, as per Article IV s.3.0 (a) of the Constitution, the ultimate authority on all matters within the jurisdiction of the Association, which is relevant in the absence of the existence and filling of the CUSA Board;

And whereas in the Vice Presidential Elections Policy, the Annual General Meeting is the forum for the election of the Vice Presidents for the 2022-2023 term;

And whereas the Constitution and Policy Review Committee continues to review the Vice Presidential Elections Policy;

And whereas this Policy sets nominations for Vice Presidents to open on 31 January, a timeline which is currently unfeasible;

Be it resolved that CUSA Council set the date and time for the 2022 Annual General Meeting for 6:00 PM EST on Friday the 25th of March, 2022 in the City of Ottawa, Ontario;

Be it further resolved that any change to the date or time of this Annual General Meeting must be made by CUSA Council no less than fourteen (14) days, inclusive, of the set date of the Annual General Meeting.

Be it further resolved that the provision in section 3 “Candidate Nomination,” para. (a) of the Vice Presidential Elections Policy, indicating the close of nominations for January 31 shall not apply for the election for the 2022-2023 Vice Presidents. For this term, nominations shall close on 28 February, or a later date as promulgated by Council.

Moved: G. Simms  Seconder: V. Vera Gonzalez
Motion to Amend the Vice-Presidential Elections Policy (Up not Out)

Whereas the new CUSA ByLaws do not specify term limits for Presidents and Vice-Presidents;

And whereas CUSA council's indicative voting did not clearly indicate Council's desired course of action regarding presidential and vice-presidential term limits;

Be it resolved that at such a time as the Constitution and Policy Review Committee completes its review of the Vice-Presidential Elections Policy and it appears for final adoption before Council, that a blank be inserted in section 2 “Eligibility to Run” paragraph (c);

First Option to fill the blank

Be it further resolved that this section shall read:

c. Any student who is a sitting President, Vice President, or who is otherwise employed by CUSA is eligible to be a candidate, however, they shall be deemed ineligible unless they take an unpaid leave of absence from their duties starting on the day the campaign period begins, per s.5, until the end of the voting period

Second Option to fill the blank

Be it resolved that this section shall read:

e. No student who has been elected President or Vice President is eligible to be a candidate for any Vice-Presidential office.

Moved: G. Simms Seconder: T. Scott

Amendment
Be it resolved, that “campaign period” be struck out and replaced with “nomination period”.
Moved: S. Khan Seconded:

Motion to Amend Something Previously Adopted (Above Motion)
Be it resolved, that CUSA Council’s adoption of Option One in the Motion to Amend the Vice-Presidential Elections Policy (Up not Out) be amended and replaced with Option Two.
Moved: V. Vera Gonzalez Seconded: C. Ogden

16. Motion to Adjourn
Be it resolved, that Council shall adjourn and meet again for a special session in the month of February before the next regularly-scheduled meeting.
MOVED: J. Collacutt SECONDED: T. Scott