



MARCH CUSA COUNCIL AGENDA

March 28th, 2022 @ 6:00 PM

Prepared by:

Ahmad Hashimi, Vice President Internal



ATTENDANCE RECORD:

Interim-President	Ahmad Hashimi	Absent
Vice President Finance	Venassa Baptiste	Present
Vice President Internal	Ahmad Hashimi	Absent
Vice President Student Issues	Valentina Vera Gonzalez	Present
Vice President Community Engagement	Callie Ogden	Present
Vice President Student Life	Daisy Kasper	Present
Engineering and Design	Cameron Davis	Present
	Grant Wilson	Present
	Nathan-Cyril Manlangit	Present
	Mohammed Faris Riazuddin	Present
	Saad Khan	Present
	Sara Hubbard	Absent
Business	Diya Kulkarni	Present
	Musab Chaudhry	Absent
Public Affairs	Nora Draper	Present
	Francesca Lepore	Present
	Gray Simms	Present
	Jordan Vecchio	Absent
	Keenan Reynolds	Absent
	Lily Huang	Present
Science	Alexis St.Pierre	Absent
	Conall McCutcheon	Present
	Greg Dance	Absent
	Patrick Ene	Absent



FASS	Ahmad Kataite	Absent
	Baher Mansour	Present
	Stacy Osazuwa	Absent
	Pierce Burch	Absent
	Katelyn Madigan	Present
	Tyson Scott	Present
Special Student		
BOG	Holden Heppler	Absent
	Anastasia Lettieri	Present
GSA		
RRRA	Sami Islam	Present
CASG	Jennifer Ramnarine	Absent



AGENDA:

CUSA the Association Meeting Agenda:

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. Executives Report
 - a. Vice President Finance
 - b. Vice President Internal
 - c. Vice President of Student Issues
 - d. Vice President of Student Life
 - e. Vice President Community Engagement
5. RRRRA Report
6. GSA Report
7. CASG Report
8. Senate Report
9. Board of Governors Report
10. Constituency Report
11. Committee Reports
12. Items for Information
 - a. Annual Members Meeting Schedule
13. Question Period
14. Other Business
 - a. Motion to Adopt Speaker Council Terms of Reference
 - b. Motion to Adopt Conflict of Interest Policy
 - c. Motion to Adopt Councilor Accountability & Discipline Procedure
 - d. Motion to Adopt Transparency Policy
15. Adjournment

Meeting commenced at 6:09 pm.



1. Announcements and Correspondence

Sara Hubbard: I had a question about this section because I'm not sure if we've ever had any announcements from any councillors but is this similar to the ones the executives do after?

Davin Caratao: It's very open ended. I know in policy, there's no limit on how many announcements or correspondences councillors can make. It's also open-ended to what they actually are. Appropriate uses of announcements and correspondence in the past have been the resignation of councillors and the resignation of the President. Correspondence also deals with letters that have been written to council or Association. That's the purpose of this section.

2. Approval of the Agenda

Agenda is approved.

3. Approval of the Past Minutes

None.

4. Executive Reports

- (a) Vice President Student Issues

Vice president Students Issues Council Report



March 28, 2021

Past Month

- Launched Minwàdjiyà-n! Campaign in collaboration with Mawandoseg
 - Activism with Riley Resno
 - Event with Notorious Cree
 - Online Art Exhibit
- Met with members of the CPR Committee to discuss the policies we have revised, changed and created
- Wrapped up emails and follow ups with MPPs and Ministers we met with during Advocacy Week
- Attended the CUSA Leadership Summit
- Land acknowledgement plaques were received
- Worked with VPF and R&A Coordinator to apply for an Anti-racism grant
- Working on an EDI Student Satisfaction Survey
- Graphic Designer Interviews
- Study Snacks planning
 - Online and in-person component
- Sustainability Week planning
- CUSA Awards closed

Updates

- International Students Relief Fund: More than \$50,000 dollars have been distributed to more than 200 students

Ongoing Projects

- Finishing EDI Final report
- Working with HR Director to implement and finish comprehensive EDI training
- Monthly meeting with Dwaine- SEO
- Monthly meetings with ISSO

Month Ahead

- CUSA Awards winners



- Sustainability week
- Study snacks
- Preparing for transition
- Working with Venassa on U-Pass
- Board Nomination Committee meeting as well as VPF

If you have any questions, you can always reach me by e-mail at vpsi@cusaonline.ca or on instagram at [valentina_vera_g](https://www.instagram.com/valentina_vera_g).

Best,

Valentina Vera Gonzalez

5. RRRR Report

Sami Islam: The two biggest things are the we held our elections. The winners were Gialina, Sanjay and Michaela. Ramadan is coming up so we are working with the MSA and the Department of Housing to try and get some meals for fasting students on residence. If you know anyone, please let them know to get the word out. Thank you.

6. GSA Report

None.

7. CASG Report

None.



8. Senate Report

None.

9. Board of Governors Report

Anastasia Lettieri: This month the Board has some exciting new updates to share with the council. The Board has officially approved Carleton's updated Responsible Investment Policies which includes a commitment to divesting from all direct fossil fuel investments in our endowment and non-endowed operating funds and a strategy to decarbonize these portfolios by 2030. A fossil fuel free investment fund will also be set up by the end of 2022. The Board has also approved our 2022-2023 ancillary budget which recognized that the financial impact of the pandemic on the ancillary reserves has caused several ancillary units to accumulate a deficit position. The proposed budget was prepared with the understanding that the University plans for a full return to in-person activities on campus in 2022-2023. This is to ensure that the ancillary units can begin their financial recovery. Finally, the Board has been given a report on Carleton's ongoing mental health framework which included an emphasis on themes such as increasing counselling support, increased EDI, improved feedback and accountability, and considers the impact on the pandemic on Carleton's diverse community. This updated student mental health framework anticipates a dull return to campus over the summer with a return to regular in person schedule in the Fall 2022 with some online options. The framework will thus be working to provide more space for students to work with faculty and staff to enhance the online learning experience, including integrating mental health and wellbeing into the classroom.

10. Constituency Report

None.

11. Committee Reports

(a) Report from the CPRC

Meeting minutes from [Feb 18](#), [March 4](#), and [March 11](#).

Gray Simms: These are the meeting minutes from our last few meetings. We've been pretty busy with a lot of stuff coming up. We've just received some policies from VP Vera Gonzalez and VP Ogden. These policies are certainly overdue and we are excited to be a part of the process. I also wanted to quickly mention about the last council meeting being at the end of April. I spoke with Sam Kilgour who may be here. I think he was intending on joining the meeting. Our last council meeting is technically the one today, a part of the AGM. After the second part of the AGM, this CUSA council will be dissolved and the new council will be onboarded. I'm not entirely sure how that works, I'm sure when Sam comes, he will be happy to provide more information. We are hoping to have all these policies ready by April the 4th, which is next monday and have a CUSA the Association meeting before the CUSA Inc meeting. We also have our Transparency Policy coming up in the Other Business. It's something we are really excited for. This may be one of the last times I get to say this but I really enjoyed working with this committee. It's a wonderful group of people and I see all of our students-at-large are here today, Kevin, David and Davin. As well as our councillor, Nora. It's been a real pleasure so thank you.

12. Items for Information

(a) Annual General Meeting Schedule

- a. Monday, April 4th @ 6pm - Hybrid (location yet to be confirmed)
 - i. Approval of AGM Agenda
 - ii. Approval of minutes of previous AGM and any special meeting minutes
 - iii. Approval of Financial Statement from the Previous year



- iv. Written report from the auditor for receipt
- v. Reappointment of BDO as auditor
- vi. Ratify election results
- vii. Recess until Wednesday, April 13th @ 1pm
- b. Wednesday, April 13th @ 1pm - Hybrid (location yet to be confirmed)
 - i. Set a regular day and time at which monthly meetings of the members will take place
 - ii. Debate & Election of Vice President Internal
 - iii. Debate & Election of Vice President Community Engagement
 - iv. Debate & Election of Vice President Student Life
 - v. Debate & Election of Vice President Student Issues
 - vi. Q&A & Selection of Vice President Finance / Secretary-Treasurer
 - vii. Appoint Directors
 - viii. Dissolve 2021/2022 CUSA Council
 - ix. Appoint two councillors to the Speaker Hiring panel
 - x. Any special business that was given proper notice

(b) From the CPRC

As adopted by the Committee, a new [Policy Formatting Guideline](#) has been created and will be used on all future policies, and all current policies of the Association will be retrofit to this guide. These guidelines will serve as Appendix or Schedule I of a future Interpretation Policy.

Gray Simms: This is the new policy formatting guidelines. One of the things we've found is that there has been no set format when writing CUSA policy. The result of which you get numbering schemes that don't match, formatting schemes that don't match, policies that are hard to read and understand. This is a formatting guideline that



future CUSA council will use when they write policy. Policies will actually be indexed and thus easier to find.

(c) Meeting Regrets
Letter in Support of Conflict of Interest Policy

Hello CUSA Council,

I encourage you to support motion 14 b. at the council meeting this evening. As I've previously made you aware, CUSA has a Conflict of Interest Policy at the moment that has been in effect since early 1997. The policy was strong in many ways, but required attention.

Firstly, the process to remove a CUSA Councilor or Executive no longer needs to be spelled out in the Conflict of Interest policy, as it is spelled out in CUSA ByLaw and will be additionally innumarated if Council adopts the Councillor Accountability & Discipline Procedure and is spelled out for CUSA Executives in CUSA Inc's Executive Accountability & Discipline Procedure. All efforts should be made to refer back to ByLaws rather than setting new targets for discipline or removal depending on various policies.

On the CUSA Inc side, the Trustee Board has brought a new Conflict of Interest Policy for CUSA Staff into force that reduces the strain the old Conflict of Interest Policy likely felt to apply to every facet of the Corporation. The push to reform the operations of CUSA to not only be more ethical, but also to be perceived to be more ethical is a part of CUSA's larger push to reform and regain compliance with Provincial Law through the Not-For-Profit Corporations Act (2010), which sets basic requirements for Conflicts of Interest which this policy supports. The better organize our Conflict of Interest policies and have been supported by CUSA Fulltime staff, including our Director of Human Resources, who was brought on board in November.



This Policy is largely based on our peers within the province on the advice of our legal counsel, though with the addition of the Conflict of Interest Policy for CUSA Staff, we believe CUSA could be a leader on Conflict of Interest Policy going forward.

You will notice a great deal of deference paid to the Vice President Finance / Secretary-Treasurer position, and in some cases also the President/CEO and Chair of the Board. It is worth noting these individuals will be able to seek legal advice when advising others on Conflicts of Interest, and will be trained partially by McKenzie Lake Lawyers and partially by the CUSA Auditors on navigating Conflicts of Interest. These training sessions have been absent from onboarding, and when instituted in the near future will contribute to a new level of seriousness in running this Corporation that has been regrettably absent for some time.

Myself and the current executive have made our wishes clear to CUSA staff that CUSA Council should also be trained in navigating Conflicts of Interest in advance of serving on CUSA Council to ensure all individuals in positions of leadership are set up for success.

I encourage you to vote to adopt the policy given this is the final regular meeting of this CUSA Council.

Best regards and thank you,

Ahmad Hashimi - Acting President & Vice President Internal

Letter in Support of Transparency Policy

Hello CUSA Council,

I encourage you to support motion 14 d. at the council meeting this evening. I support the work of the Constitution and Policy Review Committee. They have played an instrumental role in ensuring students keep or regain faith in their



students' association all semester, and this Transparency Policy perfectly embodies their efforts.

While I cannot be at the meeting to myself vote in favour of the Transparency Policy, I encourage CUSA Council vote to adopt the policy given this is the final regular meeting of this CUSA Council.

If adopted, I will encourage CUSA staff to share the news of this policy to CUSA social media so the CPRC gets the recognition they deserve.

Best regards and thank you,

Ahmad Hashimi - Acting President & Vice President Internal

Letter in Support of Speaker of Council Terms of Reference

Hello CUSA Council,

I encourage you to support motion 14 a. at the council meeting this evening. As you will know, our new ByLaws take effect on May 1st, and with them, the role of "Chair of CUSA Council" will be changing to one of "Speaker of Council".

In the interest of continuing to inject transparency and CUSA Council power into the mechanisms of CUSA, the proposed hiring process would not involve CUSA Executives, but rather CUSA Councilors with support from CUSA Full-time Staff.



The push to establish a Terms of Reference for the position, even though one does not currently exist for the Council Chair, is a part of CUSA's larger push to formalize various elements of Human Resources within the Corporation. The monumental effort to clarify reporting structures and define Job Descriptions, contracts, and Terms of Reference across the Corporation have been a defining characteristic of our executive's term, and have been supported by CUSA Fulltime staff, including our Director of Human Resources, who was brought on board in November.

This Terms of Reference was largely based on our peers within the province on the advice of our legal counsel, though some CUSA specific adaptations are included. For example, if the speaker is not performing their job duties, the CUSA Council has authority to remove the Speaker, rather than full-time staff or executives having that authority.

You will also notice members of CUSA Council are eligible to be Speaker. This was an area where CUSA ByLaw and policy was silent before now. Hopefully the continued clarification of roles, eligibility, and accountability mechanisms is appreciated and can be adopted by CUSA Council.

Best regards and thank you,

Ahmad Hashimi - Acting President & Vice President Internal

13. Question Period

Valentina Vera Gonzalez: I just had a question for the undergraduate governor, if she's heard anything on the fees for international students and if there's any action plan to advocate for the international students. You have more access to the documents than us CUSA executives.



Anastasia Lettieri: There was nothing that came up at our last meeting. I don't believe there would be anything coming up in our next meeting since it is a Governance Committee meeting. I have been having private conversations with Board members regarding various initiatives. I can't speak too much on this right now, but we can definitely have a private conversation about it.

Valentina Vera Gonzalez: Yes definitely. I know the Finance Committee should be meeting some time soon, so that might be a good opportunity to question their budget and what they are going to do with the increased fees for international students. Please let me know if you need help.

Anastasia Lettieri: Yes, we can definitely set up a private conversation.

14. OTHER BUSINESS:

Motion to Adopt Speaker of Council Terms of Reference

Be it resolved that CUSA Council adopt the following speaker Council Terms of Reference presented [here](#).

Moved: Callie Ogden

Seconded: Saad Khan



Gray Simms: Before you read it Chair, I'm intending to make a motion to refer this to the CUSA Policy and Review Committee. This motion and the one that follows weren't presented to the CPRC. As I mentioned earlier, we will have an option to adopt these next week, before the AGM, if we have a CUSA the Association meeting. As such, it would be great if we could refer these to the CPRP who will review them on Friday and have them presented to council on Monday.

Incidental Motion

Resolved, that this policy be referred to the Constitution and Policy Review Committee.

Moved: Gray Simms

Seconded: Nora Draper

Motion passed.

Motion to Adopt Conflict of Interest policy

Be it resolved that CUSA Council adopt the following Conflict of Interest Policy presented [here](#).

Moved: Saad Khan

Seconded: Valentina Vera Gonzalez



Incidental Motion

Resolved, that this policy be referred to the Constitution and Policy Review Committee.

Moved: Gray Simms

Seconded: Nora Draper

Motion passed.

Motion to Adopt Councilor Accountability & Discipline Procedure

Be it resolved that CUSA Council adopt the following Councilor Accountability & Discipline Procedure presented [here](#).

Moved: Saad Khan

Seconded: Callie Ogden

Incidental Motion

Resolved, that this policy be referred to the Constitution and Policy Review Committee.

Moved: Gray Simms

Seconded: Nora Draper

Motion passed.



Motion to Adopt the Transparency and Ethical Standards Policy G-06

Be it resolved that CUSA Council adopt the following Transparency Policy, as recommended by the Constitution and Policy Review Committee, presented [here](#).

Moved: Gray Simms

Seconded: Callie Ogden

Gray Simms: The CPRC has worked really hard on this. This is an amalgamation of both the existing CUSA transparency policy and an entirely new transparency policy written by the committee. What existed prior to our rewrite was essentially sections 6-12 in much less detail. We have added the entire procedure election and the definitions. We reworded section 6-12 to make sure they are clearer and describe the CUSA staff roles in ensuring that CUSA is transparent.

Councillors vote via show of hands

Motion passed.

15. Motion to adjourn to a certain time

Resolved, that CUSA Council adjourn until 6:00 PM Eastern Time on Monday the 4th April, with the Annual General Meeting to follow.

Moved: Gray Simms

Seconded: Valentina Vera Gonzalez



Motion passed.

Meeting adjourned at 7:22pm