



CUSA Council acknowledges and respects the Algonquin people, on whose traditional territory the Carleton University Students' Association is located.

**MINUTES OF THE
4th REGULAR (AUGUST)
CUSA COUNCIL MEETING**

29 August 2022, 6:20 PM EST, NI 3040

Prepared by:

Davin Caratao, Vice President Internal

ATTENDANCE RECORD:

Position	Councillor	Signature
President	Anastasia Stoikos-Lettieri	Present
Vice President Finance	Gabe Paraskevopoulos	Present
Vice President Internal	Davin Caratao	Present
Vice President Student Issues	Mohamed Faris Riazuddin	Present
Vice President Community Engagement	Hallee Kejick	Present
Vice President Student Life	Anshika Srivastava	Present
Speaker	Erin Okrainec	Present
Deputy Speaker	Raj Gill	Present
Public Affairs (8)	Jordan Vecchio	Absent
	Francesca Lepore proxy Raj Gill	Present
	Gauri Bhardwaj	Absent
	Liam Clarke	Absent
	Raj Gill	Present
	Erin Okrainec	Present
	<i>Vacant</i>	
	<i>Vacant</i>	
FASS (7)	Katelyn Madigan	Absent
	Tyson Scott	Absent
	Melate Mulugeta	Absent
	<i>Vacant</i>	
	<i>Vacant</i>	

	<i>Vacant</i>	
	<i>Vacant</i>	
Business (3)	Diya Kulkarni	Present
	<i>Vacant</i>	
	<i>Vacant</i>	
Science (6)	Alexis St. Pierre	Absent
	Raven Miller	Absent
	Madena Sherzad	Present
	<i>Vacant</i>	
	<i>Vacant</i>	
	<i>Vacant</i>	
Engineering and Design (8)	Saad Khan	Present
	Kassidy Hammond	Present
	Muhammad Maahir Proxy Saad Khan	Present
	Charlie MacDonald Proxy Saad Khan	Present
	Akeel Samji	Absent
	Stephnie Ughara	Present
	<i>Vacant</i>	
	<i>Vacant</i>	
Special Student (1)	<i>Vacant</i>	
BOG	<i>Mira Gillis</i>	Present
	<i>Vacant</i>	
GSA	<i>Milan Sanghani</i>	Absent
RRRA	Gialina Jiang proxy Raj Gill	Absent

CASG	Dakota Livingston	Present
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*Nonvoting members in *Italics*.

SHORT-FORM AGENDA:

1. Call to Order
2. Approval of the Agenda (C-37)
 - a. Additions, deletions, or corrections
3. Approval of Past Minutes
 - a. July Meeting (C-38)
4. CUSA Reports
5. External Reports
 - a. Carleton Academic Student Government (D. Livingston)
 - b. Rideau River Residence Association (G. Jiang)
 - c. Graduate Students' Association (M. Sanghani)
 - d. Senate
 - e. Board of Governors (M. Gillis)
6. Council Reports
7. Announcements and Correspondence
 - a. Declarations of Conflicts of Interest
 - b. Items for Information
 - i.
 - c. Notice of Motion
 - i. *Electoral Code* (D. Caratao)
8. Question Period
9. Regular Business
 - a. Unfinished Business
 - b. New Business
 - i. Motion to Adopt the [Referenda and Recall Policy](#) (C-39)
 - ii. Motion to Adopt the [Long-Term Strategic Plan Policy](#) (C-40/B-51)
 - iii. Motion to Elect Councillors for the Long-Term Strategic Plan Steering Committee (C-41)
 - iv. Motion to Override Certain Judicial Decisions (C-42)
10. Adjournment (C-43)

- a. Blank A (Two September Meetings)
- b. Blank B (Mid-September Meeting)
- c. Blank C (Late September Meeting)

LONG-FORM AGENDA:

Meeting commenced at 6:27 pm.

1. Call to Order

Before we address the regular business of this meeting, I'd like to acknowledge that we are today gathered on the traditional territory of the Algonquin Anishinaabe, lands never ceded or surrendered in peace to the Crown of Canada. Indigenous peoples living under the modern colonial state of Canada have suffered disproportionate injustice and marginalization. A mere land acknowledgement is not enough to make reconciliation and reparation to the Indigenous peoples of Turtle Island. We must stand in solidarity against colonialism and remember our responsibility to the land and the peoples who have kept it for generations—which means affirming their call for the free and unencumbered return to their ancestral land. It is also fitting, for this body of lawmakers, to remember the spirit and wisdom of Indigenous governance models—from the collaborative bicameralism of the Haudenosaunee Confederacy to the consensus-based government of the Inuit—to deliver to students a better student union.

2. Approval of the Agenda (C-37)

Be it resolved, that the agenda be approved as presented to Council, notwithstanding s. 18 of the *Council Rules of Order*.

Moved: R. Gill **Seconded:** E. Okrainec

CARRIED BY UNANIMOUS CONSENT

3. Approval of Past Minutes (C-38)

- a. July Meeting (attached in email)

Be it resolved, that the minutes from the July Meeting of Council be approved.

Moved: R. Gill **Seconded:** E. Okrainec

CARRIED BY UNANIMOUS CONSENT

4. Executive Reports

President (A. Stoikos-Lettieri)

- Experience Day Tours
 - Campus tours to follow
- Human Resource and Finance Assistant hiring
- SUDS Conference
 - Workshops
 - Networking
 - Ideas for strategic planning
 - Ideas for collaboration and partnerships
 - Recommendation for future years
- Council shared calendar for committees and regular or special meetings
- Collaboration with the SEO
 - Frosh
 - Harm and reduction
 - Fall semester programming and preparation
- MFSA
- Collective Bargaining
- Studentcare agreements
 - Conversation
- Budget brainstorming
- Return to campus advocacy work
- Preparation for senate
 - Please reach out if you have any Senate-related matters you would like me to inquire about at the next meeting
- Legal aid

- GSAXCUSA Service Centre Agreement
- Policy work
- Meetings with other student unions

Vice President Finance (G. Paraskevopoulos)

Past Month

- Continued work on Budget
- Streamlining levy fee transfers via direct deposit
- Clubs oversight work

Vice President Internal (D. Caratao)

Month in Review

- SUDS
 - Met with VPI/VPO equivalents from other universities, talked policy and governance.
 - Met with many representatives from student union alliances, discussions for closer relationships with other unions, multi-union alliances.
- October Byelection
 - Process for hiring an independent Chief Returning Officer has begun, as the application has closed. I am informed that there are dozens of qualified applicants.
 - Date for the October byelection will be finalized at the September meeting, tentatively Monday the 17th
 - Electoral Code is being drafted and will be referred to the Electoral Reform Commission, so please tell your friends and colleagues to join.
- Committees
 - More students-at-large wanted for (almost) every committee, especially the Electoral Reform Commission and the Board Nominating Committee.
 - New members for Committees approved by the Agenda Committee
- Students' Tribunal
 - *Judicial Policy* still pending before the Board, should be ready by the Byelection.
- Clubs
 - Met with the Commission many times again, recertifications are complete and Fall budgets will be open on the **1st of September**.
 - Club storage rooms all cleaned up, spaces will become available to book through a form, see the @cusaclubs instagram for more clarity.
 - Hardware and various equipment available for clubs, abandoned by clubs no longer certified, one was already claimed.

- Planning for the Clubs Conference and Clubs Expo continues with the Student Groups Administrator. Councillors are encouraged to come out and represent CUSA with us executives at Expo
- Planning an agreement with UOSU/SEUO for joint Carleton-uOttawa clubs.
- Policy
 - *Referenda and Recall Policy* prepared, having been pending for some time due to comments from the University.
 - *Compensation Policy, Keyholder Policy, Long-Term Strategic Plans Policy* drafted with Jada, policy analyst, referred to the Board, approved.

Ongoing and Future Projects

- Electoral Code drafting ongoing with full-time staff, policy analyst. Will be thrown to the Electoral Reform Commission as soon as it is completely filled, for their advice. Large project hopefully to be presented for the September Council meeting — please contact me for your input on this policy.
- Continuing review of CUSA policies, amendments and updates.
- Approx. 4.5/13 campaign promises fulfilled, all rest ongoing.
- Please email me at vpi@cusaonline.ca or DM me @isitdavincaratao to ask me anything.

Recommendations for Council

- To vote in favour of Motions C-39 (*Referenda and Recall Policy*), C-40 (*Long-Term Strategic Plan Policy*), C-42 (Overriding Certain Judicial Decisions) and C-43a (Adjournment, two meetings)

Vice President Student Issues (F. Riazuddin)

Past Month

- Ravens Talk
- SUDS Conference
- U-Pass Negotiations
- Campaigns
 1. beFOREPLAYask
 2. Pop The Stigma
 3. Cultural Campaign
- Advocacy
 1. Tuition Fees
 2. Sexual Assault Awareness
- Substances and Stigma Training
- Capital Pride assisting VPCE
- Bi-weekly Meetings

1. ISSO
2. EIC
3. Health and Counselling

Month Ahead:

- beFOREPLAYask
 1. Sexy Jeopardy
 2. Bystander Intervention Training
 3. Sex Toy Bingo with VPCE
 4. IG Lives
- EDI Compliance for CUSA
- Cultural campaign steering committee

Vice President Student Life (A. Srivastava)

Past Month

- Student Union Development Summit
 - A great conference with lots of learning and networking opportunities.
 - Developed a better understanding of student life and activities organized by other student unions.
- Fall Orientation
 - Only six days left for the official start of our Fall Orientation week. The first in-person orientation in over two years.
 - Several exciting events planned for the orientation week.
 - Also developing partnerships with many organizations and vendors that will be useful for the organization in future events.
- Leadership Academy
 - Finalized on the course modules and content.
- Training
 - Stigma and Substance Abuse Training: Part of Umbrella Project
- Athletics Partnership
 - Strengthening our partnership with Athletics for the coming months.
 - Panda: Discussion about merchandise and other student life related elements have begun. Exciting merchandise items being decided upon.
 - Birdgang: If you are a BirdGang member, please pick up your birdgang kit from our CUSA offices.

- Birdgang is a program established by Athletics that gives you year round access to all home games at Carleton for nominal price of \$X
- External Partnership
 - We have started to get in touch with several organizations for events, talents and entertainment based partnerships, and are hoping to see a long-term partnership with several of these excellent organizations.
 - Partnerships in discussion: KOHO, Atletico, etc.
- Harm Reduction
 - Attended the Harm Reduction meeting with university wide partners to discuss events and student life in the coming year and how to best serve student interest with a good sense of responsibility and duty.
- Street Team Hiring
 - Participated in the Street Team hiring panel.
 - Another round of hiring will happen later next month.
- Capital Pride
 - Participated as a CUSA representative in the Family Picnic event held in a collaborative initiative between Athletics, SEO and Capital Pride at Hintonburg Park on Sunday, August 21st.

Month Ahead

- Fall Orientation
 - CUSA events include:
 - CUSA Block Party: Happening on September 4th from 5 PM to 9 PM at Parking Lot 5. Open to all first, second and third year students.
 - CUSA Silent Disco: Happening on September 5th from 9 PM to 12 AM at Ollie's. Open to only first year students.
 - There will be other events organized by SEO that will be occurring simultaneously which might be open to upper year students.
 - CUSA Salsa Night: Happening, in collaboration with HOLAS, on September 7th from 6 PM to 8 PM at the UC Atrium.
 - Other events include:
 - Canal Games: Tabling on Monday, September 5 from 11:30 AM to 5 PM.
 - Carleton Expo: Tabling (alongside our businesses and service centres) on Tuesday, September 6th from 11 AM to 4 PM.
 - The 11 AM to 12 PM time slot has been designated for upper years to participate in.

- Coffeehouse: Happening at Roosters', with SEO as the event lead, on Tuesday, September 6th from 8 PM to 10 PM. If you are interested in performing, please get in touch with me and I will direct you to the person in charge of the event.
- Jeopardy Night: Part of the BeForeplayAsk Campaign and organized by VP Student Issues on Thursday, September 8th from 8 PM to 10 PM at Porter Hall (UC 231).
- Concert: Happening on September 9th from 7 PM at Lansdowne, part of City Folk Festival.
 - Artist: Glorious Sons
- Football Game: Happening on September 10 from 1 PM at TAAG Park, on campus. Ravens vs York University.
- Project Re-integration
 - As part of project re-integration, CUSA is participating in the Athletic Expo on September 15th.
- Panda
 - Happening on October 1st from 12 PM.
- Leadership Academy
 - Course can be accessed from September 7th and onwards under the workshops section on brightspace.
 - Leadership academy's first workshop to be held on September 27th.
 - Street Team
 - As mentioned, another round of hiring for street team will happen later next month. If you or anyone you know is interested in joining the team, please contact the Events and Programming Coordinator, Abbie Simpson, for more details.
 - We are hoping to expand our outreach within the community furthermore, and this is another opportunity where you can help make a difference.

Vice President Community Engagement (H. Kejick)

Past Month

- SUDS
- Event Planning: Indigenous Vendor Market, Sex Toy Bingo (Sept & Nov), BIPOC Job Fair, Decolonize Your Mind Series
- Connecting with Indigenous Centre for Orange Shirt Day
- Reached out to Service Centres for Orange Shirt Day Initiatives

Ongoing/Upcoming:

- Capital Ward & Mayoral Debate Event for #GetOutToVote

- Panda Planning w SEO
- Meeting with Blaxpo regarding their BIPOC Job Fair
 - Planning a BIPOC Job Fair at Carleton
- FIPPA Negotiations & working to collect student emails
- Naloxene Training for Panda
- Capital Pride March!!
- Building on the Leadership Coalition with the people I've networked with at SUDS
- Developing the 8 Dimensions of Wellness Website

Ongoing:

- Sex Toy Bingo in September
- Orange Shirt Day Planning - Working with Indigenous Centre for Support and Community Engagement as well as Mawandoseg
- Capital Ward and Mayoral Elections Campaigns
- Connecting with the Foundation of Environmental Stewardship
- Panda Door Knockers and Clean Up with SEO & Comms
- Connecting with Indigenous Vendors

CUSA Staff

Department: Operations

Dustin Rivers, Executive Director

Summary of recent accomplishments and current activities:

The following activities are outside of requirements to support/advise/consult with Senior Staff and Executive team on their portfolios

- Established Privacy Working Group - had first meeting Aug 22, 2022
- Completed response to University for Fees and Services Agreement
- Working to establish relationships with Identification Services
- Working to establish relationships with Carleton Coop
- Working to establish relationships with Director of Strategic Procurement to aide in advancing CUSA's sponsorship solicitation activities
- Working with CUSA Businesses to improve financial management standards and create consistent budgets
- Supporting/Liaising/Advising the Board where requested
- Instigated student IT Administrator (\$20/hr, 10 - 15hrs per week) position - application deadline Friday, Sept. 2nd

List of activities in progress and upcoming events:

Financial impact (if any):

- None at this time

Recommendations to the Board of Directors or Council:

- None at this time

Department: Finance and Administration

Staff: Aneesh Tiberias Murali, Director of Finance and Administration

Summary of recent accomplishments and current activities:

- 1) Meeting with Finance staff and associated directors and staff - for onboarding
- 2) Meeting with former Director of Finance for onboarding
- 3) Meeting with executives for finance and HR touchpoint conversations
- 4) Meeting with VP-Finance for Budget generation
- 5) Secondary consultation for FY 2021-2022 Audit
- 6) Reviewing HR and Finance policy documents

List of activities in progress and upcoming events:

- 1) Suggested agenda item for finance committee review - concerning accounting software system upgrade
- 2) Looking at Payroll system alternatives

Financial impact:

Quickbooks - 700-800\$ annual cost

Department: Services

Adil Tahseen, Director of Student Services

Summary of recent accomplishments and current activities:

- Service Centre Office refurbishment/repairs
 - All necessary ceiling tiles replaced, all wayfinding being updated, all chalkboards redesigned, office rearrangement to be more accessible.
- Service Centre Onboarding and training
 - All onboarding and training complete for Service Centres
 - One vacancy at Mawandoseg
- Updating and refreshing all in-print materials
 - Sent for print, will be receiving soon
- Updated Studentcare section of our website - copy sent to comms
- Health and Dental Plan RFQ - will be continuing our relationship with Desjardins

- Leveraged a price reduction for the next two years due to our relationship and claims experience
- Will be moving away from Studentcare Mobile App to Desjardins App called Omni
- Secured pilot project for long-term healthcare (Dialogue - mental health program)
 - We will be sharing the service brief with all stakeholders
 - The program is called Conversation
- Compiling all mandatory and optional staff training courses/materials
 - Booking required training - Ongoing
- Ongoing budgeting for all service centre spaces - Ongoing
- Finalizing academic year programming- Ongoing
- Tech refurbishment at the CUSA Office
 - All tech received, in the process of setting up
- Hiring for 2 Front Desk Administrative Assistants - job application available via website and CUHire
- Updated all booking areas, equipment and etc

List of activities in progress and upcoming events:

- Fall orientation schedule/programming as it relates to service centres
 - Secured Expo booking for all service centres, UOttawa Legal Aid clinic and Studentcare
- Review hiring from front desk staff for the upcoming academic year
- All staff events (service centre) - ongoing

Financial impact (if any):

-

Recommendations to Council:

Department: Communications

Staff: Christine Falardeau, Director of Communications and Strategy

Summary of recent accomplishments and current activities:

Summary of recent accomplishments and current activities:

1. Hired full-time Graphic & Multimedia Designer in April.
2. Hired student Social Media Coordinator in May with the purpose of managing the social media presence for CUSA's businesses.
3. Audit IT for offices and order IT hardware (collab with Adil) - *In progress*
4. Interior branding for the Haven at Wrk coworking space - *In progress*

5. Creating remaining content for the shophaven.ca (new Haven website, formerly havenbooks.ca) to prep for the early August launch - *In progress*
6. Source new web developer and build a content plan for the cusaclubs.ca website - *In progress*
7. Association-wide promotional order RFQ
8. UC wayfinding signage planning

List of activities in progress and upcoming events:

1. Start Haven at Wrk Shopify website with Bento SMB web development team
2. Optimizing and creating new communications forms and processes for requesting work
3. Main offices commercial furniture order

Financial impact (if any):

- Website dev and build costs - TBD
- IT hardware and office furniture - TBD (to be submitted to AFCOM for approval)

Recommendations to Council:

- N/A

Department: Student Development

Staff: Samuel Kilgour, Director of Student Development

Summary of recent accomplishments and current activities:

- Clubs Summer Funding complete
- Clubs Recertification processes complete
- CUSA's contributions to fall O (events & financial) finalized
- Student Groups Administrator working closely with Scotiabank to ensure

List of activities in progress and upcoming events:

- Staff supporting VPSL & VPSI with Fall O initiatives
- Staff supporting University with Clubs related Fall O activities
- Staff supporting transition of Street Team to in-person experience
- Staff preparing for Clubs Conference/Training/Commission Elections
- Staff and executives working collaboratively to create a departmental budget
- Staff beginning or continuing nascent weekly intra-office Professional Development program (scheduled readings, debriefs, roadmaps, and evaluations)

Reputational/Financial influence (if any):

- Relationship with Clubs is continually improving, with good outcomes for our reputation

- Likely due to having fewer certified clubs, summer funding is lower than other years prior to the pandemic. Talk with the VPI or VPF for more info, as they are on the Clubs Oversight Commission.

Recommendations to Council:

- Continue to work collaboratively
- Get motions to the Speaker minimum 1 week before the CUSA Council meeting where you want the item on the agenda
- When filling out availability for CUSA Committee meetings, ensure you are as flexible as possible
- CUSA Councillors should not take Monday evening classes

Chair of the Board (G. Simms)

5. External Reports

- a. Carleton Academic Student Government (D. Livingston)
- b. Rideau River Residence Association (G. Jiang)
- c. Graduate Students' Association (M. Sanghani)
- d. Senate
None.
- e. Board of Governors (M. Gillis)

6. Council Reports

- a. Constituency Reports
 - i. FPA
 - ii. FASS
 - iii. Business
 - iv. Science
 - v. FED
- b. Committee Reports
 - i. CPRC
 - ii. Other Committees

7. Announcements and Correspondence

- a. Declarations of Conflicts of Interest

- b. Items for Information
 - i. [Committee Appointments \(students-at-large\)](#)
 - ii. [Committee Minutes](#)
 - iii. Correspondence to Council (S. Khan)
- c. Notice of Motion
 - i. *Electoral Code* [X-01] (D. Caratao)

8. Question Period

9. Regular Business

- a. Unfinished Business:
- b. New Business:

Motion to Adopt the *Referenda and Recall Policy* (C-39)

Whereas, the Constitution and Policy Review Committee agreed unanimously to recommend that Council adopt this Policy;

And whereas, the Association finds direct democracy highly important;

And whereas, the Association should find it valuable to have a Policy governing referenda and the expression of students-at-large in the affairs and decisions of the Association;

Be it resolved, that the draft [Referenda and Recall Policy](#), designated (X-02), as approved by the CPRC, be adopted; and

Be it further resolved, that section 2.5 (j) of the old *Bylaw I – Council* and s. 1 (inclusive) of the old *Bylaw IV – Finances and Fees* be declared inoperative per the February 2022 Interpretation Statement.

Moved: F. Lepore

Seconded: A. Samji

Motion to amend the Motion to Adopt the *Long-Term Strategic Plan Policy* (C-40/B-51) to include the text "Be it resolved, that section 5 of the Long Term Strategic Plan Policy be amended to include, as paragraphs (h), (i), and (j):

(h) the Vice President Student Issues (nonvoting);

(I) the Vice President Student Life (nonvoting);

(J) the Vice President Community Engagement (nonvoting);

Be it further resolved that all succeeding paragraphs of that section be renamed to follow alphabetically".

Moved: S. Khan

Seconded: A. Stoikos-Lettieri

Amendment passed.

Main Motion passed.

Motion to Elect Councillors for the Long-Term Strategic Plan Steering Committee (C-41)

Whereas, the CUSA Board has proposed this *Policy* and Council has just given its accession;

And whereas, Council shall, according to section 5 (d) of the *Policy*, elect two Councillors to serve on the Long-Term Strategic Plan Steering Committee, which otherwise includes:

- (a) the Chair of the Board;
- (b) the Vice Chair of the Board;

- (c) two Directors, elected by the Board (Director Huggins-Charles & Director Alary)
- (d) two Councillors, elected by Council;
- (e) the President;
- (f) the Vice President Finance;
- (g) the Vice President Internal; and
- (h-l) the Senior Staff of CUSA (Exec. Director; Directors Finance and Admin.; Student Development, Comms. and Strategy, Student Services); therefore

Be it resolved, that the following Councillors shall be elected to the Long-Term Strategic Plan Steering Committee for the 2022-2023 year:

- R. Gill and
- G. Bhardwaj

Moved: A. Stoikos-Lettieri

Seconded: J. Vecchio

Motion passed.

Motion to Override Certain Judicial Decisions (C-42)

Whereas, this Association has revamped its judicial branch to make it a more effective and procedurally fair body;

And whereas, in a fair judicial system, like cases must be treated alike; and different cases differently;

And whereas, in the seventy-four years that this Association has had a judicial body, many important decisions have been laid down, but also many wrongheaded and detrimental ones;

And whereas, this Association desires that its judicial bodies are both able to draw from a rich body of precedent but not be bound to unjust decisions flagrantly contravening the rule of law and basic procedural fairness; therefore

Be it resolved, that the cases designated *McGee v. The Carleton* 1949 and *Monks v. CUSA (Students' Council)* 2009 be overridden by Council under section 82 of the *Judicial Policy*;

Be it further resolved, that a Schedule to the *Judicial Policy* reflects both the standing and repealed case precedents.

Moved: F. Lepore **Seconded:** A. Samji

Motion passed.

10. Adjournment

Motion to Adjourn (C-43)

Be it resolved, that Council adjourns until 6:20 pm on **Monday, the 12th of September**, and that this shall constitute for the purposes of the *Act* and our *Bylaws*, prior notice, and

Be it further resolved, that Council sets the date of the regular Council meeting in September to **Monday, the 26th of September**.

Moved: R. Gill **Seconded:** E. Okrainec



Motion passed.

Meeting adjourned at 8:16pm.