



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

**AGENDA OF THE  
2nd REGULAR (JULY)  
CUSA COUNCIL MEETING**

29 July 2024, 6:00 PM EST, Online

**Prepared by:**

Aiden Rohacek, Vice President Internal

**ATTENDANCE RECORD:**

<b>Position</b>	<b>Councillor</b>	<b>Signature</b>
<b>President</b>	Sarah El Fitori	Present
<b><i>Vice President Finance</i></b>	<i>Samuel Easby</i>	Present
<b><i>Vice President Internal</i></b>	<i>Aiden Rohacek</i>	Present
<b><i>Vice President Student Issues</i></b>	<i>Artur Estrela da Silva</i>	Regrets
<b><i>Vice President Student Life</i></b>	<i>Nawaila Imtiaz</i>	Present
<b>Speaker</b>	<i>Marc Denault</i>	Present
<b>Deputy Speaker</b>	<i>Joanna Olagoke-Daniel</i>	Regrets
<b>Public Affairs (7)</b>	Akua Antwi-Adjei	Proxy through P. Olagunju
	Yafet Bizuneh	Proxy through M. Hussain
	Clara de Oliveira Borba	Present
	Emma Girvan	Absent
	Mujtaba Hussain	Present
	Aidan Kallioinen	Regrets
	Miles Rowe	Absent
<b>FASS (8)</b>	Maira Bilgrami	Present
	Cass McIsaac	Present
	Zam Onwusah	Present
	<i>Vacant</i>	N/A
	<i>Vacant</i>	N/A
<i>Vacant</i>	N/A	
<i>Vacant</i>	N/A	

	<i>Vacant</i>	N/A
<b>Business (3)</b>	Gaurikh Appanah	Present
	Kieran Ritchie	Absent
	Joe Sanchez	Present
<b>Science (6)</b>	Ali Khan	Present
	Joanna Olagoke-Daniel	Regrests
	Pelumi Olagunju	Present
	Liam Orłowski	Absent
	Dilkusha Sakiba	Present
	Maheeshan Sivanesan	Proxy through D. Sakiba
<b>Engineering and Design (7)</b>	Yahya Al-Khateeb	Proxy through N. Bruni
	Nathan Bruni	Present
	Ethan Buckarev	Absent
	Marc Denault	Present
	Jaden Desveaux	Present
	Dana Sayed Ahmed	Proxy through D. Desveaux
	Aryan Singh	Present
<b>Special Student (1)</b>	Adam Burke	Present
<b>BOG</b>	<i>Logan Breen</i>	Absent
	<i>Yafet Bizuneh</i>	Absent
<b>GSA</b>	<i>Jayesh Kundu</i>	Absent
<b>RRRA</b>	Mohammed Akif	Present
<b>CASG</b>	Allan Buri (Alison Kosis)	Present

\*Nonvoting members in *Italics*.

## **AGENDA:**

1. Call to Order
2. Approval of the Agenda
3. Approval of Past Minutes
4. Presentations/Delegations
  - a. Council training: debate and points of order
  - b. Open Letter to the School of Public Policy and Administration (SPPA)
5. Executive Reports
6. External Reports
7. Council Reports
8. Announcements and Correspondence
  - a. Declarations of Conflicts of Interest
  - b. Items for Information
    - i. Clubs Oversight: Membership Removal Procedure
  - c. Notice of Motion
9. Question Period
10. Regular Business
  - a. Unfinished Business
  - b. New Business
    - i. Motion to Move In-Camera
    - ii. Motion to Become a Signatory to the Open letter to Carleton University's School of Public Policy and Administration
    - iii. Motion to Strike an Ad Hoc Committee on the Creation of a Student Union Building
    - iv. Motion to Appoint Councillors to the Appeals Committee
    - v. Motion to Approve Committee Placements for 2024/2025
    - vi. Motion to Amend the Student Initiative Fund Policy
11. Adjournment

*Meeting called to order at 6:10 p.m.*

## **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-14)**

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

**Moved:** S. El Fitori

**Seconded:** A. Burke

*Carried unanimously*

## **3. Approval of Past Minutes (C-15)**

- a. First Regular Meeting (24 June)

**Be it resolved**, that the [minutes of the June 24th meeting](#) of Council be approved.

**Moved:** N. Bruni    **Seconded:** S. El Fitori

*Carried unanimously*

#### **4. Presentations/Delegations**

- a. Council Training: debate and points of order  
*Presented by VP Internal, Aiden Rohacek*
- b. Open Letter to the School of Public Policy and Administration (SPPA)

#### **5. Executive Reports**

**Sarah El Fitori (President/CEO)**

##### Month in Review:

- Held weekly student union building meetings
  - Met with FMP and presenting to Susan Blanchard
- Interviewed candidates for the Business and Hospitality Manager (BHM) position
  - Met with all the current business managers to discuss potential improvements to implement upon hiring BHM
  - Visited other campuses and talked to student leaders to get a sense of how other universities are running their student-led businesses
- Met with dining services - discussed issues of bakesales
- Attended the July second board meeting
- Met with student care and supported the Health and Dental Committee in their onboarding with student care
  - Committee voted to remove “empower me” as a CUSA paid service
- Met with comms department to help finalize designs for CUSA bulletin boards
- Met with RRRA president to talk about potential collaborations throughout the year

- Met with the Mexican Embassy with VPSI to discuss partnership opportunities
- Met with CASG to discuss Academic Advocacy and initiatives
- Began the first draft of the Executive Roadmap alongside my AVP Exec Relations
- Planned advocacy initiatives on Mental Health and Accessibility with the Advocacy team lead by VPSI
- Attended CASA's Policy & Strategy Conference (July 15-20)

#### Month Ahead:

- Work with the new Student Development manager to create a plan for the service centers for the upcoming year.
- Assist in the onboarding process for the Business and Hospitality Manager
- Attending the OPP station on Elgin for a tour and to talk to the diversity and equity department and see what additional EDI training our Campus Security could benefit from
- Meet with UOSU, Algonquin SA, and La Cité AÉ to continue planning the Ottawa Student Alliance (initial meeting with UOSU was postponed upon request)
- Meet with Care and Support to discuss partnerships in assisting students struggling with mental health.
- Work on next steps for Student Union Building Plans alongside VPI, Charitable Initiatives Manager, Office Manager, Comms Manager, and Director of Operations.

#### **Aiden (Vice President Internal)**

##### Month in Review:

- Met with club leaders to answer questions regarding insurance and recertification
- Met with representatives from Student Affairs and the SEO regarding updating the requirements for space booking

- Had ongoing meetings with Ombuds, Student Affairs, and EIC to aid in the creation of a new membership removal procedure for CUSA clubs
- Met with StudentCare alongside the President and VP Finance
- Worked with the Speaker, Deputy Speaker, and the Communications Team to create the Council Instagram account and develop some post templates
- Began meeting with the Student Initiative Fund Committee
- Supported Clubs Oversight with recertification and certification applications
- Attended the CASA Policy and Strategy Conference in Toronto
- Supported the Building Operations Team with renovations to club storage and the Clubs Hub spaces
- Clubs Hub
  - Submitted an application to AFCOM
  - Ordered the furniture
- Met with the Department of Risk Management alongside the President to discuss changes to university policy regarding clubs selling food
- Began organizing policies and minutes for easier access
- Began working on training for Committee Chairs

#### Month Ahead:

- Prepare for the closure of the first clubs funding period (Aug. 30th) and create a plan with the finance office to ensure funding is distributed as quickly as possible
- Work with the SGA to plan the Fall Club President's Meeting
- Finish policy and minutes organization
- Meet with business managers to discuss updating CUSA space booking practices
- Hold training sessions for Council and Board committee chairs
- Oversee the arrival of clubs storage lockers and Clubs Hub furniture
- Create a Council handbook to be distributed at the next meeting
- Begin interviewing candidates for SGA
- Organize the first committee meetings and assist in the election of officers



## **Artur (Vice President Student Issues)**

Month in Review (On Vacation from July 22nd to August 4th):

- Met with the University administration to discuss International Tuition and the Tuition Guarantee Model
- Started writing the International Student Welcome Guide with AVPs GA and RA (to be released for Fall Orientation)
- Started planning CUSA's new Opportunity Hub for the website with the Comms Team (expected to be released in late August/September)
- Started planning the CUSA Housing 101 Guide with AVPs GA and RA (expected to be released by December)
- Started planning an International Student Breakfast with VPSL (expected for January/February)
- Picked up physical and digital resources at various university departments for the office and for VPSI Office Hours
- Supported students with individual cases
- Met with the University of Alberta Students' Union's Director of Research & Advocacy to learn about their public research work
- Attended CASA's National Advocacy Committee first meeting
- Presented CUSA to incoming international students at the ISSO's Global Ravens Chat
- Met with the Mexican Embassy with PRES to discuss partnership opportunities and to connect them with the university to expand a volunteer opportunity program
- Met with CASG to discuss Academic Advocacy and initiatives
- Drafted the Advocacy section of the Executive Roadmap
- Planned advocacy initiatives on Mental Health and Accessibility with PRES and AVPs RA and GA
- Selected a branding for the CUSA Think Tank
- Attended CASA's Policy & Strategy Conference
- Held the first Accessibility Fund Committee (AFCOM) Meeting

- [AVP University and Government Affairs Report](#)

Month Ahead (upon returning from vacation):

- Plan final steps for launching of the CUSA Think Tank
- Publish the International Student Welcome Guide
- Work towards launching the Opportunity Hub
- Meet with the University to discuss Mental Health Services
- Meet with the University's Equity and Inclusive Communities Department to seek partnership on their consent awareness week
- Meet with the University administration to learn more about research opportunities at Carleton
- Meet with UOSU, Algonquin SA, and La Cité AÉ to continue planning the Ottawa Student Alliance (initial meeting with UOSU was postponed upon request)

Please submit your replies to the Council Advocacy Feedback & Consultation Form :)

**Nawaila (Vice President Student Life).**

Month in Review:

- Planned and completed the final stages of frosh events.
- Initiated and brainstormed for small events and frost events for the upcoming year.
- Opened applications for chonk nation volunteers, with a closing date of August 9th.
- Worked on the training program for chonk nation volunteers with AVP student experience
- Finalized chonk nation merch
- Held meetings with vendors and artists to partner on the year ahead programming.

Month Ahead:

- Training chonk nation volunteers for frosh
- Planning an ice breaking orientation session to help new volunteers feel welcomed
- Hiring chonk nation content creators for the year ahead
- Working with AVP Community engagement to reach out to businesses and collecting local business coupons for frosh tabling
- Working with AVP CE on CUSA and clubs collaborations on small events throughout the year

**Samuel (Vice President Finance).**

Month in Review:

- Continued working on Wing related tasks
- Created list of businesses to further develop plans for student discount card
- Worked with clubs oversight committee and recertification
- Connected with businesses and other stakeholders to build relationships
- Worked on creating an easy-to-read short budget report
- Investigate an option for “business reporting”
- General administrative tasks
- Hiring panel for Business and Hospitality Manager

Month Ahead:

- Worked with director of operations and president to think of solutions for businesses
- Assist in the onboarding process for the Business and Hospitality Manager
- Continue to work on budget and do research alongside AVP Funds to look at what other student unions are doing
- Assist business managers in creating new budget lines to have clear columns for each item (no grouped items)

- Reach out to businesses to see which are interested in partnering for student discount card
- Consider options for the meeting with president, office manager, and business and hospitality manager

## 6. External Reports

### a. Rideau River Residence Association

- **Bike Sharing Program:** We got new bikes and are repairing all of them.
- **New Volunteer Position (RRRAcoons):** Created for move-in week and events to assist with logistics and student support.
- **O-Week Event Spaces:** Successfully booked spaces for events during Orientation Week.
- **ONCA Compliance:** Actively working with lawyers to ensure compliance.
- **Abstentions and Campus Security:** In communication with Campus Security to implement an emergency buzzer system.
- **New Payment Platform:** Setting up a digital platform to replace cheques.
- **Board of Directors:** In communication with lawyers.
- **Residence Formal Preparations:** Finalizing the preparations for the RRRA Formal.
- **RRRA Website:** Updating the website.

### b. Carleton Academic Student Government

*Report given by Alison Kocsis, VP Academic*

### c. Graduate Students' Association

*None*

### d. Senate

*None*

### e. Board of Governors

*None*

## **7. Council Reports**

### a. Constituency Reports

- FPA
- FASS
- Business
- Science
- FED

### b. Committee Reports

## **8. Announcements and Correspondence**

### a. Declarations of Conflicts of Interest

### b. Items for Information

- Clubs Oversight: [Membership Removal Procedure](#)

### c. Notice of Motion

## **9. Question Period**

## **10. Regular Business**

### a. Unfinished Business:

### b. New Business:

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## **Motion to Move In-Camera (C-16)**

***Be it resolved,*** that Council move *in camera* per s. 27 (g) of the *Council Rules of Order*.

**Moved:** *N. Bruni*    **Seconded:** *C. de Oliveira Borba*

*Speaker asked for consent*

*CARRIED unanimously*

*Entered in-camera at 6:49 p.m.*

*Left in-camera at 8:12 p.m.*

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### **Motion to Become a Signatory to the Open Letter to Carleton University's School of Public Policy and Administration (SPPA) (C-17)**

**Be it resolved**, that CUSA become a signatory to [the Open letter to Carleton University's SPPA](#).

**Moved:** D. Sakiba    **Seconded:** C. de Oliveira Borba

*Motion tabled until the next meeting. Moved by N. Bruni. Seconded by J. Desveaux. CARRIED unanimously.*

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### **Motion to Strike an Ad Hoc Committee on the Creation of a Student Union Building (C-18)**

**Whereas**, the creation of a student union building was one of the campaign promises of the President;

**And whereas**, after a meeting with Facilities Management and Planning (FMP), the project has been deemed possible;

**And whereas**, regular consultation with Council is essential to ensure that any proposals for a student union building reflect the needs of students.

**Be it resolved**, that the Student Union Building Ad Hoc Committee be created;

**Be it further resolved**, that the mandate of this committee be to provide input and guidance on the creation of a proposal for a student union building;

***Be it further resolved,*** that the members of the Committee consist of the following:

- President/CEO
- Vice President Internal/Secretary (non-voting)
- Nathan Bruni
- Adam Burke
- Aryan Singh
- Cass Mclsaac

**Moved:** S. El Fitori

**Seconded:** N. Bruni

*Voted by a show of hands*

*CARRIED unanimously*

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### **Motion to Appoint Councillors to the Appeals Committee (C-19)**

***Whereas,*** amendments were passed at Council and the Board last month to create an Appeals Committee to replace the Students' Tribunal;

***And whereas,*** two Councillors must be selected to sit on the Committee.

***Be it resolved,*** that Cass Mclsaac be selected by Council to sit on the Appeals Committee for the duration of the legislative session.

**Moved:** N. Bruni

**Seconded:** C. de Oliveira Borba

*CARRIED unanimously*

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### **Motion to Approve Committee Placements for 2024/2025 (C-20)**

***Whereas,*** as per s.9 of the *CUSA Council Committees Policy* (G-04), Councillors are required to serve on a minimum of one committee;

***And whereas,*** a form was circulated to Councillors to gather committee preferences.

***Be it resolved,*** that the following committee placements me approved:

Finance Fees and Funds:

- Nathan Bruni
- Aryan Singh
- Kieran Ritchie
- Joe Sanchez
- Miles Rowe
- Jaden Desveaux
- Dilkusha Sakiba

External Affairs:

- Aidan Kallioinen
- Ethan Buckarev
- Joanna Olagoke-Daniel
- Yafet Bizuneh
- Akua Antwi-Adjei
- Marc Denault
- Zam Onwusah
- Nathan Bruni

University Affairs:

- Pelumi Olagunju
- Liam Orłowski
- Clara de Oliveira Borba
- Adam Burke
- Cass Mclsaac
- Dana Sayed Ahmed
- Aidan Kallioinen
- Akua Antwi-Adjei



Student Life:

- Mujtaba Hussain
- Maira Bilgrami
- Maheeshan Sivanesan
- Gaurikh Appanah
- Yahya Al-Khateeb
- Ali Khan
- Emma Girvan

**Moved:** N. Bruni    **Seconded:** J. Desveaux

*CARRIED unanimously*

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### **Motion to Amend the Student Initiative Fund Policy (C-21)**

**Whereas**, The CUSA Student Initiative Fund is intended to assist students and student groups on campus in endeavors which improve the Carleton community, the profile of CUSA, and/or the interests of the students involved. Endeavors that the Student Initiative Fund supports include conferences, competitions, charities, academic projects, or any other student initiative that CUSA may be asked to support;

**And Whereas**, the Student Initiative Fund has received applications from non-fee paying members of the Carleton community during the 2024 Summer Funding period;

**And Whereas**, while the policy mentions the Student Initiative Fund is open to fee-paying members of CUSA, it does not explicitly exclude anyone who is not a CUSA fee-paying member;

**And Whereas**, in order to provide further clarity and to remove room for interpretation to anyone who is not eligible for funding based on the policy's membership requirement, an amendment to the policy's eligibility requirements should be considered.

**Be it resolved**, that the [following amendment](#) to Student Initiative Fund Policy be adopted.

**Moved:** S. El Fitori **Seconded:** D. Sakiba

*Councillors voted via show of hands*

*CARRIED unanimously*

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## 11. Adjournment

- a. Motion to Adjourn to a Specific Time (C-22)

**Be it resolved**, that Council adjourns until 6:00 p.m. the 26th of August, and that this shall constitute for the purposes of the *Act* and our *Bylaws*, prior notice.

**Moved:** N. Bruni

**Seconded:** D. Sakiba