



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

AGENDA OF THE 7th REGULAR (January) CUSA COUNCIL MEETING

27 January 2025, 6:00 PM EST, 608 Pigiarvik

Prepared by:
Governance and Council Operations Committee

ATTENDANCE RECORD:

Position	Councillor	Signature
President	Sarah El Fitori	Present
<i>Vice President Finance</i>	<i>Samuel Easby</i>	Present
<i>Vice President Internal</i>	<i>Aiden Rohacek</i>	Present
<i>Vice President Student Issues</i>	<i>Artur Estrela da Silva</i>	Present
<i>Vice President Student Life</i>	<i>Akua Antwi-Adjei</i>	Present
Speaker	<i>Marc Denault</i>	Regrets
Deputy Speaker	<i>Joanna Olagoke-Daniel</i>	Present
Public Affairs (7)	Yafet Bizuneh	Present
	Clara de Oliveira Borba	Present
	Emma Girvan	Present
	Mujtaba Hussain	Proxy through D. Sayed Ahmed
	Aidan Kallioinen	Present
	Miles Rowe	Present
	<i>Vacant</i>	N/A
FASS (8)	Maira Bilgrami	Proxy through C. Mclsaac
	Cass Mclsaac	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
Business (3)	Gaurikh Appanah	Absent
	<i>Vacant</i>	N/A
	Joe Sanchez	Present
Science (6)	Ali Khan	Present
	Joanna Olagoke-Daniel	Present (chair)
	Pelumi Olagunju	Present
	Liam Orlowski	Present
	Dilkusha Sakiba	Absent
	Maheeshan Sivanesan	Present
Engineering and Design (7)	Yahya Al-Khateeb	Absent
	Nathan Bruni	Present
	<i>Vacant</i>	N/A
	Marc Denault	Regrets
	Jaden Desveaux	Proxy through N. Bruni
	Dana Sayed Ahmed	Present
	Aryan Singh	Present
Special Student (1)	Adam Burke	Regrets
BOG	<i>Logan Breen</i>	Absent
	<i>Yafet Bizuneh</i>	Present
GSA	<i>Jayesh Kundu</i>	Absent
RRRA	Mohammed Akif	Absent
CASG	Allan Buri	Absent

*Nonvoting members in *Italics*.

AGENDA:

1. Call to Order
2. Approval of the Agenda
3. Approval of Past Minutes
4. Presentations/Delegations
 - a. Presentation from CUASA
 - b. Operational Report
5. Executive Reports
6. External Reports
7. Council Reports
8. Announcements and Correspondence
 - a. Declarations of Conflicts of Interest
 - b. Items for Information
 - c. Notice of Motion
9. Question Period
10. Regular Business
 - a. Unfinished Business
 - b. New Business
 - i. Motion to Amend the Student Initiative Fund Policy
 - ii. Motion to Adopt the Bubble Bylaw Policy
 - iii. Motion to Adopt a Statement on Conflict and Peace
 - iv. Motion to Adopt a CUSA Statement on Anti-Racism and Anti-Colonialism
 - v. Motion to Amend the Discrimination, Harassment, and Violence Prevention Policy (E-01)
11. Adjournment

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-77)

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

Moved: N.Burni Seconded: D. Sayed Ahmed

Passed

3. Approval of Past Minutes (C-78)

- a. Fifth Special Meeting (January 13th)

Be it resolved, that the minutes of the [January 13th](#) meeting of Council be approved.

Moved: A. Kallioinen

Seconded: C. McIsaac

Passed

4. Presentations/Delegations

- a. Presentation from CUASA
- b. Operational Update

5. Executive Reports

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

Month in Review:

- Worked closely with the Business and Hospitality Manager to finalize logistics and work through obstacles for The Wing's launch.
- Coordinated with the real estate company for professional photos and facilitated over 20 viewings, including multiple prospective tenants with secondary showings.
- Explored options to donate Haven's book collection to libraries, with limited success so far.
- Collaborated with the Governance and Operations Manager on onboarding materials and initiated handbook development for senior management and executive staff.
- Continued discussions on organizational restructuring with a focus on aligning staff costs with the organization's income.
- Worked with the finance team to realign the budget for the fiscal year.
- Proposed and began developing an improved purchase requisition process to ensure formal approval before payments.
- Presented financial updates and the ancillary fee referendum question to the committee, which was approved.
- Partnered with the AVP Executive Relations to develop a student engagement communications plan and planned alumni fundraising events.
- Participated in Winter Clubs Expo and created promotional videos with ISSO.

- Attended board and committee meetings to discuss policies, operational updates, and the proposed referendum question.
- Collaborated with university representatives and external student leaders on various student-centric initiatives.
- Conducted payroll approval for staff and managed executive timecards.
- Approved multiple financial transactions through ScotiaBank and FPARF.
- Engaged with various teams to address staff and operational concerns.
- Met with the Charlantan to discuss the student union building
- Addressed legal issues related to a past employee's litigation.
- Coordinated with the Ombuds office to resolve issues with student groups.

Month Ahead:

- Attend the CASG meeting on January 28th to give a CUSA report.
- Oversee the official launch of The Wing (Monday February 3rd) and ensure smooth operations post-launch.
- Host a town hall to discuss the operational report, addressing student questions and concerns.
- Continue creating videos and campaigns to promote elections and student participation.
- Work on organizational restructuring, with an emphasis on aligning staff costs to organizational income.
- Collaborate with the university on expanding co-op and placement opportunities for students.
- Meet with the student newspaper to discuss students' rights to protest.
- Follow up with legal counsel on pending litigation matters.
- Finalize and implement the new purchase requisition process.
- Monitor budget adjustments and review spending with the finance team.

Aiden Rohacek (Vice President Internal)

Month in Review:

- Organized and attended the Special Council meeting on the 13th
- Attended the meeting of the Board of Directors on the 6th

- Worked with the Student Groups Administrator and VPSL to plan and execute the Winter Clubs Expo
- Filmed promotional materials for the Winter Clubs Expo
- Worked with the Student Experience Manager and Chief Returning Officer to coordinate outreach for election nominations
- Met with the Speaker and the Student Experience Manager to debrief Council operations last semester
- Met with the Clubs Oversight Commission
- Managed SimplyVoting requests
- Scheduled and attended two meetings of the Governance and Council Operations Committee meeting
- Caught up on student and club leader correspondences from over the holiday break
- Met with the Office of Student Affairs regarding the Student Rights and Responsibilities policy
- Attended the all-candidates meeting for CUSA elections
- Organized and attended a meeting of the SIF committee to review applications for the late fall period
- Met with a representative from Carleton Athletics, alongside the Student Groups Administrator, to discuss athletic clubs
- Reviewed the clubs budget with the finance manager
- Drafted amendments to the SIF policy at the request of the committee
- Met with club leaders regarding various concerns/inquiries

Sam Easby (Vice President Finance)

- Reviewed and approved of FPARF submissions
- Approved Scotiabank payments
- Worked on VPF handbook / manual

- Attended meeting with University official over referendum and financing questions - Met with VP's and Governance manager over various discussions
- Attended clubs oversight meetings
- Communicated with Care & Support to pick up Academic Resilience conversations formerly coordinated by Charitable Initiatives Manager
- Attended special council meeting
- Attended board meeting
- Attended clubs oversight meeting
- Coordinated with comms over Student Forum project
- Reached out to each service centre to arrange meeting and address concerns - Approved and signed quotes for Frost rentals
- Met with Cusa exec to discuss organizational plans
- Review Frost budget tracking documents
- Created VPF job report / account of projects and key tasks
- Communicated with AVP SF about sponsorships
- Signed cheques for outstanding payments
- Assessed new "department" budget with up to date information in coordination with finance manager
- Met with Hospitality manager to discuss The Wing relaunch
- Coordinated with Finance department over banking information for upcoming event - Assisted with Frost Week set up
- Assisted with CUSA table at clubs expo
- Work on ancillary presentation
- Went to ancillary fee meeting
- Coordinated with finance manager over CUSA business data and budget reconciliation - Wrote brief job overview and achievements list for operational report - Initiated plans for Professional Development Week / collaborated with services centres - Began plans to track CUSA inventory / asset documentation

Artur Estrela da Silva (Vice President Student Issues)

December 9th, 2024-January 24th:

- Attended the University's Dedicated Accessibility Fund Committee meeting
- Attended the EIC's Sexual Assault Awareness Week planning meetings
- Met with City Councilor Shawn Menard to discuss the UPASS situation
- Assisted students with individual concerns
- Talked at CBC's All in a Day about the UPASS situation
- Attended Council's Special Meetings
- Participated in CUSA Pancakes
- Worked on a statement for the Green Square Campaign
- Processed feedback from all Service Centre visits
- Ran a financial audit of the Advocacy Department (positive news!)
- Talked to the Charlatan about the Sexual Violence Policy review process
- Met with the Comms department to discuss next projects
- Submit a request to the National Council of Canadian Muslims to receive 200 Green Squares for the campaign
- Visited the O-Train Line 2 with the Advocacy Team
- Submit requests and connected with Comms on all next initiatives
- Met with the execs to discuss finances
- Met with Student Development Manager to discuss feedback from Service Centre check ins
- Met with the University to discuss Research Opportunities within Carleton
- Held the Sixth AFCOM Meeting
- Replied to emails from the break
- Reviewed the Advocacy Roadmap for a priority assessment
- Attended the ISSO Orientation and Panel Discussion
- Organized new opportunities with the Mexican Embassy
- Met with the Advocacy Team to discuss next action items and initiatives
- Attended the Special Meeting of Council
- Attended the last Sexual Assault Awareness Week planning meeting
- Reached out to Service Centres to schedule Check Ins
- Attended the Divestment Subcommittee meeting
- Presented at the Planning and Housing Committee of City Council

- Tabled for Clubs Expo
- Met with the Charlatan to discuss the Divestment Subcommittee
- Finalized and sent all information for the CUSA Feedback Form on Instances of Anti-Palestinian/Anti-Arab Discrimination to Comms
- Prepared questions and updates for the second round of service centre visits
- Met with the GSA to discuss AFCOM
- Wrote a position description for VPSI
- Attended the University Affairs Committee meeting
- Met with the Think Tank to finalize the Housing 101 guide
- Tabled for Elections sign up
- Reached out to students to share opportunities with the Mexican Embassy
- Met with Women's Centre Coordinator to discuss student issues and concerns
- Was interviewed by students on renovictions

Vice president student life

Month in Review

- Conducted Frost Week activities and events.
- Reviewed and responded to emails efficiently.
- Finalized vendor contracts for Frost Week and processed payments.
- Prepared and delivered a presentation for Frost Week volunteers.
- Conducted the Frost Week volunteer meeting.
- Completed the Frost Week budget outline for the handbook.
- Held the first meeting with AVPSE and AVPCE to plan the international breakfast and finalize Frost Week details.
- Contacted Ollie's and Rooster's for food arrangements.
- Organized and attended Club Expo and Frost Week planning meetings.
- Designed and completed Bingo sheets for Frost Week prizes.
- Completed DIY decorations for Games Day during Frost Week.
- Participated in Frost Week feedback meetings.

- Assisted in editing the Chonk Nation policy.

Month Ahead

- Planning Black History Month events.
- Collaborating with the Black Students' Association (BSA) to organize a Black panel and career fair.
- Coordinating the international breakfast with the VPSI and both AVP teams.
- Developing a game plan for the upcoming gala.
- Continuing to review and respond to emails.
- Finalizing details for Black History Month collaborations and ensuring timely vendor arrangements.

6. External Reports

- a. Rideau River Residence Association
- b. Carleton Academic Student Government
- c. Graduate Students' Association
- d. Senate
- e. Board of Governors

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

c. Notice of Motion

9. Question Period

10. Regular Business

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

Motion to Amend the Student Initiative Fund Policy (C-79)

Whereas, the current maximum amount of money that an applicant can receive from the Student Initiative Fund is \$500 per year;

And whereas, the SIF subcommittee views said cap as restrictive and believes that it should be raised to account for extraordinary circumstances;

And whereas, should the cap be raised, the SIF subcommittee understands the need to ensure accountability.

Be it resolved, that s.12 of the Student Initiative Fund Policy be amended to raise the limit to \$1,000, with a cap of \$500 per application;

Be it further resolved, that the Student Initiative Fund Policy be amended to add s.12.1 as follows:

“Should an applicant be granted more than \$500 by the subcommittee, the most recent application must be reviewed and approved by the Finance, Fees, and Funds Committee before any funds can be dispersed.”

Moved: N.Bruni **Seconded:** C. McIsaac

CARRIED unanimously

Motion to Adopt the Bubble Bylaw Policy (C-80)

Whereas, Council is responsible for approving all political stances;

And whereas, the advocacy team needs policies to direct their efforts;

Be it resolved, that Council adopt the [Bubble Bylaw Policy](#).

Moved: A. Kallioinen **Seconded:** N. Bruni

CARRIED unanimously

Motion to Adopt a Statement on Conflict and Peace (C-81)

Whereas, conflicts around the world, including but not limited to Ukraine, Palestine, Sudan, and Myanmar, continue to cause immense suffering and displacement;

And whereas, peacebuilding and conflict resolution align with CUSA's values of social justice and solidarity with marginalized communities;

And whereas, students affected by global conflicts require additional support and recognition;

Be it resolved that, CUSA makes a public statement advocating for global conflict resolution, peacebuilding, and humanitarian support for affected communities;

Be it further resolved that, the statement include CUSA's commitment to raising awareness about the impacts of global conflicts and supporting students affected by these crises through mental health resources and advocacy;

Be it further resolved that, the statement be posted to all social medias that CUSA has and uses.

Moved: C. McIsaac **Seconded:** L. Orłowski

CARRIED unanimously

Motion to Adopt a CUSA Statement on Anti-Racism and Anti-Colonialism (C-82)

Whereas, systemic racism and colonial legacies continue to harm marginalized communities globally and locally;

And whereas, CUSA has a responsibility to promote equity and decolonization in its policies and practices;

And whereas, anti-racism and anti-colonial advocacy align with CUSA's commitment to diversity and inclusion;

Be it resolved, that CUSA makes a public statement condemning systemic racism and supporting global anti-racism movements, including Black Lives Matter and Indigenous sovereignty efforts;

Be it further resolved, that the statement affirm CUSA's commitment to decolonization efforts, including supporting the repatriation of cultural artifacts and amplifying Indigenous and marginalized voices.

Moved: C. de Olivera Borba **Seconded:** C. McIsaac

CARRIED unanimously

Motion to Amend the Discrimination, Harassment, and Violence Prevention Policy [E-01] (C-83)

Whereas, CUSA is committed to advocating on behalf of students and ensuring their safety, inclusion, and well-being;

And whereas, Discrimination, Harassment, and Violence Prevention are among the

primary concerns of students;

And whereas, [Policy E-01](#) was scheduled for review and update in April 2024 but has not yet been revised;

And whereas, Policy E-01 was updated through the University Affairs Committee;

And whereas, an updated Policy E-01 would demonstrate CUSA's proactive efforts in addressing student concerns and fostering a safe campus environment;

Be it resolved, that CUSA Council adopts the updated [Discrimination, Harassment, and Violence Prevention Policy \(E-01\)](#) to reflect current needs and best practices.

Moved: C.McIsaac **Seconded:** A. Kallioinen

Carried Unanimously

11. Adjournment

a. Motion to Adjourn to a Specific Time (C-84)

Be it resolved, that Council adjourns until 6:00 p.m. the 3rd of March, and that this shall constitute for the purposes of the *Act* and our *Bylaws*, prior notice.

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