

**Constitution and Policy Review Committee
Meeting Minutes**

Date: August 17 2016 **Location:** UC 513 **Time:** 6:00pm (meeting called to order at 6:07 pm)

Current Voting Members:	Ruth Lau MacDonald, Charissa Feres, Austin Pellizzer, Lauren Konarowski, Sarah Garlough, Julia Dalphy
Attendees:	<u>Voting Members:</u> Ruth Lau Macdonald (Chair), Lauren Konarowski, Julia Dalphy, Austin Pellizzer, Sarah Garlough <u>Non-Voting Members:</u> Shawn Humphrey, Jessica Beaudoin-Walker QUORUM WAS MET
Approval of Agenda:	Agenda was approved without amendment
Announcements:	Shawn is technically eligible for voting status on the CPRC; however, due to his position as CUSA council Chair, he will not be accepting it in order to remain neutral and impartial
Agenda Item 1: Review of Action Items from Last Meeting	<p>Lauren:</p> <ul style="list-style-type: none"> - Attended meeting with Tyler Hall from OIRP (See data received regarding CUSA elections data here) (See action item 1) - The CUSA communications team feels that if we used mailing lists then students would receive too many emails and become disengaged. However, an email alias for each faculty would make it easier for students to email all their faculty reps at the same time (more accessible and efficient) - A Council Facebook page is in the works (See action item 2) Lauren would potentially be the moderator of this because the Communications office doesn't want to get involved in the political affairs of CUSA - The Committee's section on the website is being updated (See action item 3) <p>Julia:</p> <ul style="list-style-type: none"> - See updated google doc (CUSA Seat Breakdown Stats AUG) with added information from Lauren's meeting with Tyler - According to the CUSA Bylaws, in order to have its own seat, a degree/school must have at least 250 students - There are inconsistencies in the way seats are broken down (not all degree programs with more than 250 students have a seat and not all seats have at least 250 students represented) - There are currently 26 council representatives. If we added seats for every degree that meets the 250 cut-off, there would then be 32 councilors (remember this doesn't include executives, RRRRA, and GSA) - <u>Issues:</u> <ul style="list-style-type: none"> o Currently, Council structure is based on current year enrollment and we don't know what that is since enrollment isn't finalized until well after May o What is a 'constituency'? o Where are special students counted? - <u>Possible Options:</u> <ul style="list-style-type: none"> o Break down seats so that Schools or Degrees that meet the 250 student cut off have a seat and those who don't make the cut off only have an executive representative

	<ul style="list-style-type: none"> ○ Every degree program gets one seat with no minimum cut off (total of 25 degrees) ○ Every degree program below 1000 students gets one seat, between 1000-2000 gets two seats, and 2000 + gets 3 seats ○ Divide by faculty (5) and base the number of seats for each on the percentage of students in each faculty as counted in the previous year’s general election - <u>Recommendations:</u> <ul style="list-style-type: none"> ○ Replace the word “constituency” with “faculty” ○ Council structure should be annually reviewed in April by the VP Internal and CEO, and then presented to Council ○ Utilize previous year’s CUSA election data to determine seat number ○ Every constituency (faculty) has a minimum of one seat ○ The maximum number of councillor seats is 25 ○ Special students to have their own separate seat - See action item 4 - See action item 5 <p>CUSA Town Hall/Open House:</p> <ul style="list-style-type: none"> - Still brainstorming ideas (See action item 6)
<p>Agenda Item 2: Motion to Create BGINs Councillor (Jessica)</p>	<ul style="list-style-type: none"> - Jessica (PAPM Councilor) received a motion (see here) from a student in BGINs asking to add a seat in council for that degree - The Bachelor of Global and International Studies degree is expected to have around 500 students this year (was just below 250 last year) - They currently are represented by Public Affairs councilors - If added, this would increase council from 34 to 35 members, and 26 to 27 councilors - Jessica would recommend that a seat be added during the upcoming election - Jessica will hold off on presenting this motion in order to wait and see how council structure changes
<p>Agenda Item 3: Motion for Executive Compensation Amendments</p>	<ul style="list-style-type: none"> - See motion here - Changed so that the Executive Compensation Committee report should be presented and voted on in November with the report submitted to Council two weeks prior - Added that either the CUSA GM or financial officer sit on the Committee because they are staff members who are not part of the collective agreement - Added VP Finance to the Committee - Added that the Committee should consult the Financial Review Committee’s reports as well as past Executive Compensation Committee reports - Added Executive Compensation Committee to the standing committee list - See action item 7
<p>Agenda Item 4: Update from Legal Policy Analyst</p>	<ul style="list-style-type: none"> - Next week is Dina’s last week of work so she won’t be employed during the August council meeting - Next week, Lauren, Fahd, and Dina are meeting with the Ombudsman about the proposed changes (specifically electoral code changes) - Dina will present her report to the CPRC next week Wednesday - See Electoral Code Report here and its presentation here - Dina’s recommendations will be presented by a lawyer to council - See action item 8
<p>Agenda Item 5:</p>	<ul style="list-style-type: none"> - See report here (See action item 9)

Review of Committee Report for Council	
Action Items:	<p><i>Any action item updates must be submitted to the Chair at least 48 hours before a meeting so that they can attach any relevant documents/material to the agenda for review</i></p> <ol style="list-style-type: none"> 1. Lauren will send Ruth notes from her meeting with Tyler 2. Lauren will send out a questionnaire to all of Council to get input on the Facebook page 3. Lauren will post all of this year's CPRC minutes on the CUSA website and look into finding minutes from past years 4. Julia will create a presentation for council about the Committee's work on council structure and possible options moving forward 5. Julia and Sarah will begin drafting changes to the Bylaws 6. All members will email Ruth with ideas about the Town Hall 7. Ruth will send the Executive Compensation motion to Lauren 8. Lauren will advise Council and post on the CUSA website the time and date of Dina's presentation of her Electoral Code Report 9. All members will read the August Council Report
Next Meeting:	- Ruth will send a doodle poll on Sept. 12 to schedule the next meeting

Meeting adjourned at 7:58pm