CUSC COUNCIL MEETING MINUTES
May 2, 2016 @ 6:30 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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** Proxy for only portion of the meeting
19th CUSA Council Meeting 2015-2016
May 2nd 2016
Senate Room 608, Robertson Hall 6:30 pm

Emergency Meeting AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. Items for Information
   a. Motion to Appoint CUSA Council Chair as the Official Representative on behalf of Council (Carleton University Students’ Association) in Courchene v. CUSA & CUSA Inc.
5. Adjournment
CUSA Council Minutes
19th CUSA Council Meeting 2015-2016
May 2, 2016
Senate Room 608, Robertson Hall 6:30 pm

Clerk: Brandon Burrill

Chair: Shawn Humphrey

Meeting called to order @ 6:30 pm

1. ANNOUNCEMENTS AND CORRESPONDENCE:
   Sophie:
   I have a point of information. The minutes that we are supposed to be approving tonight are not entirely accurate and are missing a few things.

   Chair:
   In that case you can vote against approving them or you can move a motion to have them approved at another meeting.

   Fahd:
   I think that we should hold off on approving the minutes this week, and instead, we will review the tapes and send out the revised minutes in time for the first official meeting.

2. APPROVAL OF THE AGENDA:
   MOVED: Nima SECONDED:

   Charissa:
   I would like to clarify that in the CUSA By-laws it says at the beginning for the new term we are supposed to vote in a new chair.

   Shawn:
   This is not yet the beginning of the new term since this is not the first official council meeting of the year; this is only an emergency meeting.

   Motion Passes

3. Approval of Past Minutes:
   MOVED: SECONDED:
4. **Items for Information:**

**Lauren:**
Hey everyone, I am the new VPI for this year, and I’d like to mention a few things before we start. So today is not the first meeting of the year, and there is a lot to get done before that happens, so I would just like to clarify that. On Thursday we have our first AGM meeting to vote in the new board of trustees.

**Ruth:**
I’d just like to know why we only received 3 days notice about this.

**Fahd:**
We need the new AGMs in order for the business to continue its operations.

**Ruth:**
So the budget doesn’t extend to this part of the year?

**Fahd:**
Until there is a new AGM we cannot continue to operate the business since the only other people who have signing authority are Craig, Sophia, and myself, and Craig and Sophia will not be in the office. Signing authority cannot be moved to the incoming VPs until we have an AGM.

**Ruth:**
So it says in the by-laws that we need at least 10 days notice.

**Fahd:**
Those are not the corporate by-laws so those don’t hold.

**Julia:**
What time is the meeting?

**Lauren:**
Tentatively, it will be at 5:30 or 6pm on Thursday.

**Lauren:**
Two more quick things. There will be some kind of correspondence about training for the new councillors. So you do need to know the rules about council before you can officially begin. I will also be sending around an attendance sheet, so make sure you sign that, as well as complete proxy forms. One more thing, I will also be sending around a form for you to fill our your email and phone numbers so that I can reach you.
5. **Business Arising:**

   a. Motion to Appoint CUSA Council Chair as the Official Representative on behalf of Council (Carleton University Students’ Association) in Courchene v. CUSA & CUSA Inc.

**Emergency CUSA Council – I CUSA Council Meeting 2016-2017**

**Monday May 2nd 2016 6:30 pm**

**Senate Room 608, Robertson Hall**

Motion to Appoint CUSA Council Chair as the Official Representative on behalf of Council (Carleton University Students’ Association) in Courchene v. CUSA & CUSA Inc.

**PRESENTATION SUMMARY:**

**WHEREAS** Carleton University Students’ Association (CUSA Assoc) and Carleton University Students’ Association Inc (CUSA Inc.) have both been named as respondents by Mr. Courchene in his application.

**WHEREAS** CUSA Inc. is represented by the three board of trustees (President, Vice President Finance and Vice President Internal).

**WHEREAS** CUSA Assoc. is represented by all 34 elected members of council, whom collectively represent the entire undergraduate student body.

**WHEREAS** appointing a single representative on behalf of council would ensure a reduction in costs and facilitate access of to justice, instead of naming each individual council member as a respondent.

**WHEREAS** the Chair of Council is the neutral facilitator of council meetings.

**WHEREAS** the next court date and time that a representative of CUSA Assoc. is required is May 3rd 1:30 pm.

**INFORMATION TRANSFER:**

**BE IT RESOLVED** for the duration of the Court file No. 16-68352 that the Council Chair be the officially representative on behalf of council and essentially on behalf of CUSA to all legal counsel.
MOVER: Fahd        SECONDER: David

Fahd:
This is a confusing matter so I will take some time to explain it. As we discussed, there are two bodies, there is the association and the corporation. We have the corporation because it is the only thing about CUSA that can sign a legally binding contract, have a bank account, etc. All the agreements happen through the corporation. The association happens through you. All the councilors that were voted in this year are members of the corporation as well as the association. The reason for this background is because Mr Courchene has filed an injunction. The injunction named CUSA, Inc., and Frena. After much discussion with lawyers we had a hearing in which the judge asked for proper respondents, the reason for this is because the association cannot be bound by the judgment, only the corporation can. So in order to not serve all members of council, the judge asks for someone from the association for 3 reasons, efficiency and costs – it would not be efficient to have all members of council come to court; communication – 34 people cannot consistently correspond with the judge; and finally, the judge wants to be able to make a clear decision – so if the association doesn’t appoint some one to represent them, the judge cannot make a binding decision. So, since the trustees represent the corporation, I cannot be the representative because I make recommendations to the board of trustees. The council members cannot represent council because they also have a conflict of interest. So we all agreed that the most neutral person would be the chair. I apologize for this meeting, it is not something that we want to do, but it must be done.

Questions:
Julia:
Are each of us, the council members, legally responsible for what the chair says in court?

Fahd:
The corporation’s lawyer has found in case law that the judge’s decision cannot hold the association members liable. However, there have been instances where it has happened. And if it does happen, you will not be held for damages, the corporation will be.

Julia:
So it is still our names that are held to that, so how can we make a decision on this?

Fahd:
The councilors will not be named, nor will Shawn or I, only the corporation and Frena.

Charissa:
In regards to the chair representing us, how would it work, because we haven’t elected a new chair, so how can we say that the chair will be representing us when we do not know who it is?

Fahd:
You know who it is. It is Shawn. So, if you choose to elect some one else, that person will be representing us.

Ruth:
In the CUSA constitution, it states that we as members of council are also members of the corporation. So, on our website, it says that the VPI is responsible for council, and Lauren has not yet been ratified. I am uncomfortable with someone who was not elected and not hired representing council, and because Lauren was elected by the students, I think Lauren should represent us in court.

Fahd:
I agree that Lauren would be a good candidate. But, since Mr. Courchene, filed an injunction on Frena, and Frena having ran in the same party as Lauren, it appears there is a conflict of interest. So Shawn would be the most neutral party to represent the association. I understand what you are saying, and that she is elected, however, the recommendation is that it is some one who is neutral.

Ruth:
Follow-up. So Shawn are you still employed by CUSA? And still work for the services centre? And is Frena still head of the services centre?

Shawn:
Yes I am.

Ruth:
So everyone should be aware of that when we’re talking about conflict of interests.

Unknown:
Point of clarification for Fahd. So Shawn is paid through an honorarium, correct?
Fahd: Yes

Unknown: So if he can’t make it, who would go?

Fahd: So if Shawn can’t go, but he answers the lawyer’s questions, it would be fine.

Sophie: About conflict of interest; Wouldn’t Frena being Shawn’s supervisor be a conflict?

RECESS

Fahd: Just got off the phone with the Lawyer, he says that she is in a conflict of interest because the association, as well as all of you, will appoint her. Shawn, however, has the least amount of appeared conflict of interest.

Liam: For Fahd: it appears to me and others, that Shawn would have something to say in this court case, but it is just a formality, correct?

Fahd: That is correct.

Liam: So even if he shows up, there is no conflict of interest, he is just a representative?

Fahd: That’s correct.

Julia: If this goes past Tuesday, would Shawn continue to represent us?

Fahd: Whoever, is elected, as council chair will represent us.

Julia: If the court rules that this is an injunction, and Shawn is responsible, but he is no longer the chair, will the court uphold the ruling?
Fahd:
No, because it would be bound to Shawn, which then binds us.

Nima:
If this motion does not go through what happens?

Fahd:
If we elect no one, then we all have to go to court tomorrow at 1:30 in order to have the decision be binding. That would make court be adjourned because his lawyers hadn’t served you. Pushing the court date further.

Ruth:
If all members of council are also members of the corporation, why can’t they just serve the corporation and the association jointly?

Fahd:
That is up to the judge to decide; because our lawyers have made the argument that the corporation is a distinct body from the association.

Ruth:
So you represent both bodies?

Fahd:
Yes.

Ruth:
So that blurs the lines there. So Shawn are you comfortable with being that representative?

Shawn:
Yes.

Ruth:
So how will it be binding to us if Shawn is a member of the association?

Fahd:
That is the whole reason for this process. We need to personify this association.

Sophie:
This is a hypothetical: Is there a potential, if Shawn is elected as representative, that there will be an incentive to council to vote Shawn in as chair again?

Justin:
I think that that is up to each council member and their own opinions, unless council is easily incentivized.

Charissa:
So for a lot of us, this is the first council meeting, yet we are being asked to trust Shawn to represent us. So how are you, Shawn, going to communicate to us what is happening in court?

Shawn:
I do not have an answer to that yet. I have not been briefed on the details. I suggest, that the president email the councilors with those details.

Fahd:
I can give you more details about what has happened up to now, individually. It is a bit much, and kind of scary, this is a big responsibility, and it is humbling that you recognize the responsibilities that you hold as a council member. As for communicating, after court tomorrow, Mr. Humphrey can provide you with the details of what has happened. These hearings are public so you can come watch. Unfortunately it would not be a short summary through email. So if any one is interested, please come see me about the files, and we can go through them together. Also you can book some time with Shawn if you like.

Julia:
What was the cost of the legal fees so far, and what will the fees be if we do not elect Shawn tonight?

Fahd:
Unfortunately I have not been billed. I can give you an estimate, and some of it is backdated as being before april 30th. So far 6-7 thousand dollars is my estimate, from affidavits, etc. If you do not elect Shawn, I can tell you that there will be 3600 dollars in estimated fees just based on tomorrow’s proceedings, which will continue if Shawn is not elected. We are doing our best to save as much money as possible.
Callum:
I would ask that for all questions referring to the appropriateness of Shawn as a representative be moved to debate. But if you have questions regarding fees, it should continue in this. If we do go to debate, I think Shawn should step out of the room.

Chair:
So are you asking to move to debate?

Callum:
I am.

Chair:
All in favour?

MOTION PASSES

Debate:
Liam:
It seems to me that everyone is worried about the legal liability of themselves, so as Fahd said, we are a group of individuals, and Shawn would represent us. I support this motion because I do not want to show up to court tomorrow.

Callum:
A chair is a very neutral position; so to have him represent us is very beneficial, especially on short notice. I know many of you are new, and just so you are aware you can amend a motion, which is what I would do, specifically saying that the Chair of 2015-2016 would represent us, until there is a newly elected chair.

Oliver:
So to address this conflict of interest, I want to say that this benefits both sides of CUSA because it will allow a neutral party to represent us, and it will help to reduce the costs associated with continuously fighting a legal battle.

Ruth:
I agree with what everyone has said, in putting forward a representative for financial responsibility, but I think it is important to address that the association and corporation are not separate. I think it would be more appropriate for the VPI to represent council.
Justin:
To echo in Oliver’s comments, to challenge this motion is to resist for resistance sake, and continue to cost students money. Shawn would not be speaking, that is the job of the lawyer. So who is representing us will not change what our lawyer will say. Pushing back this court date would cost students more money, so that is why we should vote in favour of this motion.

RRRA:
One thing I just realized is that, if at least one person does not go to court, in the case that Shawn is not elected, it would all be for nothing, because I don’t trust that all 34 people would be present in court. But I do trust that Shawn would go and represent us well.

Oliver:
The students elected Lauren, but she has only as much experience as we do. So I think that Shawn has the experience that is necessary to represent us.

MOTION TO AMEND MOTION:
Mover: Callum    Seconder:

Callum:
I want to change it from CUSA chair, since it is ambiguous at this time, to have Shawn represent us for this emergency meeting, until a new chair is elected. We should have it state that the 2015-2016 chair, Shawn Humphrey, will be the representative, essentially binding him to the motion.

QUESTIONS:
Julia:
I would say instead, be it resolved that the 2015-2016 chair, Shawn Humphrey is the representative at may 3rd court date.

Oliver:
I think that this motion should be bound to Shawn, not just the position of Chair.

Fahd:
I think that in order to accomplish what you are trying to do we should keep it as this because the representative will change with the new chair.

Sarah:
I think we should tie it to Shawn because he was here the whole year and he saw what happened.

Fahd:
I agree, however, if Shawn doesn’t hold the chair position, then we can’t have him be the representative, because he will be a student at large.

**Oliver:**
I personally believe that it would be good for council that our first official council meeting will not occur for another week or longer, so it might be wise to choose Shawn until the file is closed, so that Shawn would remain as our representative.

**Fahd:**
Since this is motion binding to the court case number, the representative would not change.

**Ruth:**
The motion should state: “for the duration of the chairs employment”

**Sophie:**
Sorry, but what is this injunction for exactly?

**Fahd:**
The injunction is to have Frena not take the position as VPSS nor would he take the position, but ask that council hire an interim VPSS...

5 MINUTE RECESS

Moved: Callum    Seconded: Zameer

Recess passes

Council returns

**Frena:**
I would like to announce a conflict of interest, so I will not be voting.

**MOTION TO VOTE:**

Moved: Lauren    Seconded: Nima

**Vote on amendment:**
In-favour: 33
Against: 0
Abstain: 1

Amendment passes
Vote on original motion:
In-favour: 30
Against: 0
Abstain: 4

Motion for Chair Shawn Humphrey to represent CUSA Council in court passes

Shawn Humphrey resumes as chair

Ruth:
Point of clarification. So regarding our by-laws, there needs to be at least 10 days notice to the members of the association regarding our AGM

6. **Adjournment:**
   Moved: Frena seconded: Nima

   Motion passes
Agenda #1: Corporate Meeting – CUSA Inc.
Monday May 9th, 6pm
Robertson Hall, Senate Room 608

1. Approval of Agenda
2. Approval of Past Minutes
3. Approval of Chair and Secretary
4. Motion to Appoint Trustees
5. Motion to Amend Paragraph 8 of the CUSA Corporate Bylaws
6. Motion for the continuity of the Corporations financial management
7. Motion for the review and amendment of Corporate Bylaws
8. Motion for the ratification of members of the Corporation
9. Business Arising
10. Adjournment

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Meeting called to order @ 6:11

1. **Approval of Agenda**
   Moved: Mona  Seconded: David
   Motion Passed.

2. **Approval of Past Minutes**
   Moved: Mona  Seconded: Nima
   Motion Passed.

3. **Approval of Chair and Secretary**
   Moved: Frena Hailekiros  Seconded: David Andrews
   Ruth: Why isn’t the chair of council not also the chair of the board?
   Fahd: From past precedent, the president has always been an elected member, to uphold the integrity.
   Justin: If the two of you took on that position, would there be any financial incentive?
   Fahd: No, it is exactly the same. Simply your role on the corporation.
   Justin: So if our chair were to take on this roll, he gets paid per meeting. So if we asked him to do this meeting would we be asking him to do this pro bono.
   Fahd: Yes essentially.
   Ruth: Are those internal minutes available?
   Fahd: They will be as the documents are achieved.

Two Abstentions
Motioned Passed.

4. **Motion to Appoint Trustees**
   Moved: Fahd Alhattab  Seconded: Lauren Konarowski
   Fahd: A good point to understand is that the trustees are appointed as a whole, and the positions within this are decided within the trustees. So the VP finance takes on the financial officer, the VPI as the Vice President, and the President as President.
   Justin: It seems the separation you have there is a technicality. It seems that it is a given when we elect you that you would assume as the CEO, for efficiency and so that the separation wouldn’t slow down things.
   Fahd: You are correct. It is a requirement through legislation. It is a technicality. Students voted for Mr Andrews as Finance as he would be the CFO as well.
Julia: What exactly is a trustee?

Fahd: The corporation under the act is a single entity and acts as a person. Within the membership, trustees are the officers of the corporation that are given the powers to act as the corporation. You are trusting these people to act in the interest of the corporation. Anything binding for the corporation can only be signed by a trustee.

No Other questions

No Debate

Motion Passed

5. Motion to Amend Paragraph 8 of the CUSA Corporate Bylaws

Moved: Charissa Feres Seconded: Ruth Lau-MacDonald

Charissa: The goal of this motion is to increase financial transparency to give oversight to council of the trustees. These points explain what council does as well as what we are responsible to. Reads Motion

Through these points there are 3 main points we can conclude.

1. The distinction as CUSA as a corp and association is a legal one, and not a real one. For example, councilors we recognize both the students of our association and we sit on the board of directors of the corp.

2. Council has the power to approve financial through the association, while the board of trustees has this over the Corp, but both these things impact student.

3. There is currently only insight over CUSA the association creating loopholes.

The main change is that all the financial affairs of the corporation would require a 2/3 majority in order to be allowed. Importantly, the board of trustees would still have authority over business transactions.

Fahd: As chair I am good with continuing to discuss this motion. Because this is a change to our bylaws it requires a ten day notice to councilors so they can discuss their contituencies.

Justin: I would like to commend them. I think that when it comes to changing our bylaws, some of us are quite new. Before we make any changes, I think we should put forward a committee. I am not ready to vote for something to change bylaws when I am not well versed. We can go through it and discuss and councilors can make a informed decisions. I would motion this to go to a committee. I would like to put forward a motion for that.

Fahd: That will have to wait for after debate.

Questions

Julia: Would this be question to those who moved?

Lauren: Yes.

Austin: So you guys said at the end they would have to present at the end of meetings what they expenses were? Is this something that happened or something you would like to do?

Ruth: From what I can tell a lot of things happen verbally, because I cannot find some decisions in past minutes. This would allow for more collaboration between the board and trustees. The idea of having financial statements put forward so that anything outside can be approved.

Fahd: Committees for this exist. There is a process and a practice of presenting, but one thing Charissa made clear is this is of the association to show what has been spent and where we are currently.

Julia: If this were put to committee would this stall the transparency?

Charissa: We drafted this because we think this should happen sooner than later. Finances are really important and so is CUSA.

Julia: You believe that this shouldn’t go to committee? Because its just bringing about transparency?

Ruth: There is a tremendous amount of power put in the hands of trustees. This might not be perfect but when we review our corporate bylaws its better than what we have.
Justin: With this motion, if a service centre needs a new computer or Roosters grill breaks down, does this mean that substantial purchases needs to go to council before they are approved?

Ruth: It would be outside anything that wasn’t budgeted. Some of these things would be done as an emergency meeting, because that is what they are for. Computers are within a budget, we don’t want this to interfere with a business or service centre, its above that.

Justin: Thank you

Oliver: I understand the logic of this, but it seems trivial to require a meeting for something so vital for the Corporation. I think this requires some amendment that enables small purchases not to come to a meeting. Money is power but time is important too. We might be questioning the people we have elected.

Justin: I second that.

Julia: More for you or David, how often do service centres or businesses go over funds?

Frena: The way it works is that if any service centre is going to spend over 100 dollars it needs to be preapproved. Every month Sophie gives us a budget of how much we have left and we work with the service centres to see how we are going to use it. It needs to be approved over 100. My job is to do that, Davids job is to do that. That’s literally what I am doing on a day to day basis, this needs amendments. I don’t spend money right away, I will be looking in storage and elsewhere. I am talking about their budgets to service centres constantly.

Fahd: The businesses for example last year, Ollies fridge wasn’t working. Our Ollies manager has to source out 3 different fridges. There are processes and our managers work with the internal managers to make sure there is accountability. They are always sourced properly.

Julia: Wouldn’t operating costs already be budgeted for?

Fahd: Some yes, some no. I think what is key to understand is that a budget is a guideline. It is important for us to have the discretion to go around the guideline to do what is best.

Justin: With the service centres and businesses, they have a budget outlined, and then over 100 dollar purchases have to be approved?

Fahd: For the business any purchase goes through myself and David. But we give over 100 dollar approvals. We don’t want to get into micromanaging. Any larger scale items have to go through the managers up to the trustees as capital asset.

Ruth: Would council be open to moving to make amendments, a 10000 dollar cap? How does everyone feel about that?

Fahd: This would have to go to the corporation not council. There are processes for financial review, the committee, and they detail very much for all this.

Frena: This is me thinking as me as May 1st, Do you know what all this means? Or do you want to go through the motions and learn? At the beginning I was clueless last year. If councilors are 100 percent confident we can amend?

Fahd: Are there any other questions?

Oliver: Personally I think a lot of good things are here, but some things will need to be changed. The training next week will be very important. That being said we need to discuss. Would you two be open to that? This is a significant change.

Charissa: Would we be able to corporate bylaws at a council meeting.

Ruth: We would have to hold a CUSA Inc meeting to talk about it. We are approving minutes from January from this year, the corporation does not meet significantly.

Frena: After a CUSA Association meeting we can just move it ---

Ruth: I just said that.

Oliver: This bylaw ultimately is holding us more accountable to having more meetings to discuss CUSA Inc. I personally wouldn’t be against this. We should have more CUSA Inc alongside council meetings.
Sarah: Since we all see to want this.. can we ask to have a CUSA Inc meeting after the first council meeting.

Lauren: Yes.

Fahd: At this point I will move to debate.

Lauren: I feel like we need to put this to committee.

Sarah: Just to clarify, I know this seems crazy, but sometimes councilors don’t show up. Just because we want it to go to committee doesn’t mean it will actually happen.

Ruth: I understand having a committee. We would have to wait to strike a committee. I think we could work together as a group to submit changes like a google doc. I would like to try that before sending it to a committee.

Fahd: With the budget not being approved until July 31st, nothing really matters until then.

Oliver: I don’t believe what needs to happen is take this to committee. I think we can have a meeting at the first CUSA Inc.

Lily: Can Justin Repeat his motion.

Justin: To have a committee for financial transparency. If council doesn’t think that’s necessary, a CUSA Inc meeting could serve the same purpose. I have not been trained in this. If our cusa execs could come forward in various ways we could approve, I do not feel comfortable voting. I do not understand the internal workings of CUSA.

Fahd: What is your motion? Committees don’t make decisions they make recommendations. They can motivate it and then the membership has to adopt it.

Justin: I still recommend that this goes to Committee. That Ruth and Charissa talk with David. Financial transparency is important but I would rather it come by collaboration.

Charissa: I just wanted to say that I would be open to having a CUSA Inc meeting after our first council meeting of the year. I don’t feel like we should just strike a committee just for this motion. At the next CUSA meeting we can propose amendments on a price cap. Any amendments they can bring that forward. I would be against striking a committee. So I am motioning to table this to the next CUSA Inc meeting without any committee.

Justin: I should clarify that the committee would be for financial transparency and accountability as a whole. This is not all encompassing.

Ruth: That would be the financial review committee that happens on council. Within that committee it would be appropriate to discuss incorporation as well.

David: What you are saying that this financial review is too similar to the council one? Not to say that having both wouldn’t add value.

Fahd: There was never quorum so there was never minutes. David is not the chair of that meeting. There is some overlap but I would encourage you to take it to that financial review committee and then bring it back to the corporation.

Sarah: Just to give an example, we passed a motion about elections. It was similar to this. It was sent to committee, 3 people showed up, and then at CUSA we essentially had a CUSA. We are currently in debate for this motion. I would like to move to a vote.

Mona seconds.

Sarah: Can I get clarification as to what this is?

Fahd: Justin is motioning that this motion be put to the financial review committee, which will be struck at the next association meeting, and then they would meet in June, and then a CUSA Inc meeting could be called. Justin is saying to move this to the financial review committee.

Ruth: Can we call the question of tabling it?

Oliver: I motion to move Justin’s motion to the next Inc meeting.
Fahd: I will entertain this motion to table this motion.
Motion Passed.
Charissa to table the original motion to the next CUSA Inc meeting.
Motion Passed.

6. **Motion for the continuity of the Corporations financial management**
   Moved: Ruth Lau-MacDonald
   Seconded:

   Ruth: So this is something that I would like to bring to the members of the corporation.
   - Reads motion –

   Can I just move to table this?
Motion tabled to the next meeting.

7. **Motion for the review and amendment of Corporate Bylaws**
   Moved: Ruth Lau-MacDonald
   Seconded: Charissa Feres

   Ruth: I motion that we make a review committee for these bylaws since they haven’t been
   updated since 1971.

   Charissa: I motion to amend that this is a committee.

   BE IT RESOLVED THAT: throughout the 2016-2017 term, Members of the Corporation strike a
   committee at the next CUSA Inc meeting to collaborate in amending the Corporation an ensuring
   CUSA Inc is in compliance with the Ontario Not-for-Profit Act.

   Sarah; Didn’t we think that we needed a lawyer to do this?

   Fahd: We did, and the lawyer recommended until the non-profit act was passed. Regardless a
   lawyer will have to be consulted.

   Mona: Motion to move to a vote.
   1 Abstention.
Motion Passed, 1 abstention.

8. **Motion for the ratification of members of the Corporation**
   Moved: Ruth Lau-MacDonald
   Seconded: Charissa Feres

   Ruth: I motion to table this.
Frena Seconds.
Motion Passed.

9. **Business Arising**
   Report from Fahd: CUSA Annual Report

   Fahd: It is an annual report in regards to all the goals of the executive and businesses. Does not
   include the budget because of the audit. Does council want the chair to present the annual report?
   I will go with a simple majority.

   Motion does not pass.

   Going to table this fully to the first council meeting.

   Please understand that council meetings will go long.

10. **Adjournment**
    Motion for adjournment
Meeting concluded 7:30.

Motion to appoint the Chair and Secretary of CUSA Inc. Board of Directors for the 2015-2016 Fiscal Year

PRESENTATION SUMMARY:

Whereas CUSA needs to appoint a Chair and Secretary for the 2015-2016 fiscal year.
Whereas past precedent has been for these roles to be awarded to the President and the Vice President Internal Affairs respectively.

INFORMATION TRANSFER:

Be it resolved that the members of CUSA Inc. Board of Directors appoint the President of CUSA, Fahd Alhattab as Chair and the Vice President Internal Affairs, Lauren Konarowski as Secretary of the CUSA Inc. Board of Directors.

MOVED: Frena Hailekiros

SECONDED: David Andrews
Motion to appoint Trustees for the 2015-2016 Fiscal Year

PRESENTATION SUMMARY:

Whereas CUSA needs to appoint trustees for the 2015-2016 fiscal year.

INFORMATION TRANSFER:

Be it resolved that the members of CUSA Inc. appoint the following trustees;
  • Fahd Alhattab
  • David Andrews
  • Lauren Konarowski

MOVED: Fahd Alhattab  SECONDED: Lauren Konarowski
Motion to Amend Paragraph 8 of the Carleton University Students’ Association (CUSA) Corporate Bylaws in the interest of transparent and sound financial management.

PRESENTATION SUMMARY:

WHEREAS Page 2 of the Letters Patent incorporating Carleton University Students’ Association Inc., refers to shareholders and members of the Corporation, and Page 3 creates the Corporation for the objects of (a) acting as a representative for the students of Carleton University, and (d) developing and maintaining responsible student government.

WHEREAS Article II (Page 3) of the CUSA Constitution states “undergraduates are the owners of the association and the primary reason for our existence.”

WHEREAS Article IV 1.0 f. (Page 5) of the CUSA Constitution states that “Organizations funded and administered by CUSA shall include but not be limited to; Service Centres, businesses, Clubs and Societies, publications office, CUSA Live.”

WHEREAS Article IV 3.0 b. and f. (Page 5 and 6) of the CUSA Constitution states the Legislative Body (students’ council) “Shall initiate, approve, or reject any of the Association’s expenditures and entrepreneurial activities.” and “Shall be the sole body with the power to ratify the budget. Students’ Council may amend the budget at any time.” respectively.

WHEREAS Bylaw IV (Finances and Fees) 1.1 d. (Page 7) of the CUSA Bylaws currently give the three members of the Board of Trustees the power to hold a referendum vote, from their numbers, in deciding fee adjustments related to the CUSA Health, Dental, and Accident Plan.

WHEREAS CUSA’s Executive Terms of Reference Policy (Page 11), states that the CUSA VP Finance “Shall be responsible to Council for the disbursement of the Associations’ monies in accordance with the budget ratified by Council and supervise the expenditures of the Association” (4) and “be responsible to Council for the presentation of regular financial statements and such other financial statements as may be requested by Council.” (5)

INFORMATION TRANSFER:

BE IT RESOLVED that Paragraph 8 (POWERS) of the CUSA Corporate Bylaws be amended to read:

“The Trustees of the Corporation will be entrusted with signing authority over the financial operations and management of the Corporation. The Trustees of the Corporation may administer the financial affairs of the corporation under the guidance of the 34 members of Carleton University Student Association’s Council who also act as Directors of Carleton University Student Association Inc. Under the guidance of Council, and by 2/3 majority vote, Trustees of the Corporation may make or cause to be made for the Corporation in its name any kind of contract which the Corporation may lawfully enter into. With the objectives outlined in the Letters Patent of the Corporation (March 17 1969), Trustees are, through Council, empowered to purchase, lease, or otherwise acquire, alienate, sell, exchange, or otherwise dispose of shares, stocks, rights, warrants, options, and other securities, lands, buildings, and other property
moveable or immoveable, real or personal, or any right or interest therein owned by the Corporation or the Association. The administration of funds set out in the annual budget, as ratified by the 34 members of the Corporation, and specifically relating to CUSA service centres or businesses of the Corporation will not require the approval of students’ council, unless the spending is not specified in the budget in which case it will require the approval of the 34 members of the Corporation by a 2/3 majority vote.”

MOVED: Charissa Feres

SECONDED: Ruth Lau McDonald
Motion for the continuity of the Corporations’ in financial management

Presentation Summary:

WHEREAS the Trustees of the Corporation administer the affairs of the Corporation and, among other tasks, are responsible for signing authority related to payroll, reimbursement and general management of CUSA. (Paragraph 18, Corporate Bylaws)

WHEREAS members of the Corporation are those persons having been duly elected or appointed as voting members of the Students’ Council (Paragraph 17, Corporate Bylaws).

WHEREAS the Bylaws of Carleton University Students’ Association Bylaw I 2.1 states that “The term of office for all Councillors and members of the Executive shall begin on May 1 following the General Election and end on the following April 30.”

WHEREAS motions made at the Annual General Meeting can be proactive and apply to an upcoming term. Example:  *Be it resolved that the members of the Corporation ratify and approve the following members and Trustees for the 2017-2018 term, beginning on the 1st of May 2017.*

BE IT RESOLVED THAT paragraph 18 of the Corporate Bylaws be amended to include the following:

The Annual General Meeting of the Corporation will be held before the 30th of April each year to ensure continuity in the financial oversight and management of the Corporation.

MOVED BY: Ruth Lau-MacDonald          SECONDED BY:
Motion for the review and amendment of Corporate Bylaws

WHEREAS the success of the Corporation resides in the commitment of individual members to the goals and objectives of the Corporation as outlined in the Letters Patent.

WHEREAS members of the Corporation are representatives of their respective Constituencies and responsible for the enactment of policies, initiatives or projects that represent the interests of shareholders.

WHEREAS the members of the Corporation have a duty to ensure that the governing documents manage the operations of the corporation in a way that is beneficial to both the Corporations’ members and its shareholders.

WHEREAS the Corporate Bylaws of CUSA INC have not been amended since 1971.

BE IT RESOLVED THAT throughout the 2016-2017 term, Members of the Corporation will collaborate to amend the Corporate Bylaws and ensure CUSA INC. is in compliance with the Ontario Not-for-Profit Act (2010).

MOVED BY: Ruth Lau-MacDonald  SECONDED BY: Charissa Feres
Motion for the ratification of the members of the Corporation

WHEREAS paragraph 17 of the Corporate Bylaws states that “The membership of the Corporation shall consist of the applicants for the incorporation of the Corporation and such other individuals as shall be admitted as members by the said applicants for the incorporation of the Corporation, such persons to admitted having been duly elected or appointed as voting members of the Students’ Council of Carleton University.”

WHEREAS the following incumbents were named in the election results announced by the Elections Office on April 5th, 2016.

WHEREAS Bylaw I of the Carleton University Students’ Association Bylaws outlines the composition of Council to include representatives of (g) the Graduate Students’ Association and (h) the residence students’ association

BE IT RESOLVED THAT the Carleton University Students’ Association INC. ratify and approve the following individuals as members of the Corporation for the 2016-2017 term:

Executive President: Fahd Alhattab

VP Finance: David Andrews

VP Internal: Lauren Konarowski

VP Student Services: Frena Hailekiros

VP Student Issues: Alexandra Noguera

VP Student Life: Zameer Masjedee

FASS (7): Lily Akagbosu Christopher Del Pino Charissa Feres Hajar Furat Laura-Kathleen Gifford Ruth Lau-MacDonald Oliver Nacey

Public Affairs (6): Justin Bergamini Julia Parsons Liam Harrington Maria Lavra Cordoba Abrar Rahman Cody Nicoll

Engineering (4): Julia Dalphy Sarah Garlough Yannick Briseboise Ryan Herbrand

Business (2): Victoria Lalande Jennifer Rankin
Science (2): Isabella Boushey Austin de Ste-Croix

Computer Science (1): Nima Dadar

PAPM (1): Jessica Beaudoin-Walker

Journalism (1): Mona Mahmoud

Special Student (1): John Davids (acclaimed)

Interim Chair: Shawn Humphreys

RRAA: Daniel Polak

GSA: Debbie Owusu-Akyeeah

MOVED BY: Ruth Lau-MacDonald  SECONDED BY: Charissa Feres
CUSA COUNCIL MEETING MINUTES
May 24, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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AGENDA

1. Motion to Elect Chair of CUSA Council 2016-2017
2. Motion to Elect Clerk of CUSA Council 2016-2017
3. Announcements and Correspondence
4. Approval of the Agenda
5. Approval of Past Minutes
6. President’s Report
7. Vice President’s Reports
   a. VP Finance
   b. VP Internal Affairs
   c. VP Student Issues
   d. VP Student Services
   e. VP Student Life
8. RRRA Report
9. GSA Report
10. CASG Report
11. Senate Report
12. Board of Governors Report
13. Constituency Report
14. Committee Reports
15. Items for information
16. Question Period
17. Other Business
   a. Motion to Fill the CUSA Constitutional Board
   b. Motion to Strike Summer Standing Committees
   c. Motion to Strike and Fill the Accessibility Fund Committee
   d. Motion to Strike and Fill the Conference & Discretionary Fund Committee
   e. Motion to Strike and Fill the Clubs and Societies Summer Funding Committee
   f. Motion to Elect a Board of Governors Representative
   g. Motion to Strike and Fill the Executive Compensation Committee
18. Adjournment
CUSA Council Minutes
20th CUSA Council Meeting 2015-2016
May 24, 2016
Senate Room 608, Robertson Hall 6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:14 pm

1. Motion to Elect Chair of CUSA Council 2016-2017

PRESENTATION SUMMARY:

WHEREAS a Council Officer’s term and contract shall commence after being elected at the first meeting of Council of the CUSA year and terminate on April 30 of that year as per Bylaw I s. 4.0(f)

WHEREAS Council officers must be elected by a majority vote of Council prior to being hired as per Bylaw I s. 4.0(e).

INFORMATION TRANSFER

BE IT RESOLVED THAT Shawn Humphrey be elected as CUSA Council Chair for the 2016-2017 term.

MOVED: Lauren SECONDED: Fahd

OMITTED FROM MINUTES AS EMPLOYEE MATTER DISCUSSED

Motion Passes Through Secret Ballot

Shawn Humphrey Resumes as chair

Shawn:
I’d like to thank everyone for the confidence that you have shown in appointing me. I’ve enjoyed the last eight months, and I think that I have helped to grow this important position that requires a lot of dedication. There are a few things that I would like to work on this year. First, I’d like to take a look with the VPI and a councillor at updating the terms of reference for the Chair, as it is very vague in the
by-laws. Another thing is that I have always told you guys that you can email me at chiar@cusaonline.ca, which you can continue to do, but if someone wants to be anonymous and has suggestions or questions, I am going to set up a Google form for that, which you can fill out that will go directly to my Chair email. I am always available to meet before and after meetings, and I would like to set up a time before meetings and let all the councillors know when and where it will be, in order to discuss things in private to maybe avoid motions and make council operate smoothly. Once again, thank you all very much.

2. Motion to Elect Clerk of CUSA Council 2016-2017

PRESENTATION SUMMARY

WHEREAS a Council Officer’s term and contract shall commence after being elected at the first meeting of Council of the CUSA year and terminate on April 30 of that year as per Bylaw I s. 4.0(f)

WHEREAS Council officers must be elected by a majority vote of Council prior to being hired as per Bylaw I s. 4.0(e)

INFORMATION TRANSFER

BE IT RESOLVED THAT Brandon Burrill be elected as CUSA Council Clerk for the 2016-2017 term.

Moved: Lauren Konarowski Seconded: Fahd Alhattab

OMITTED FROM MINUTES AS IT DISCUSSED EMPLOYEE MATTERS

During Debate the motion was amended to state:

BE IT RESOLVED THAT Brandon Burrill’s term as CUSA Council Clerk be extended until August 2016 at which point council will review the Motion to Elect the Council Clerk of CUSA Council for the 2016-2017 year

Amendment Passes Secret Ballot

3. ANNOUNCEMENTS AND CORRESPONDENCE:
Charissa:
What is the difference between announcements and correspondence, and constituency reports, and items for information?
Chair: So if the science committee announces that it is having a gala; that would be a constituency report. An item for information would be something regarding, for example, the RRRA having a gala as well. So the lines are kind of blurred.

RRRA; We are having a fundraiser for cystic fibrosis, so if you want to get involved just come hit me up.

4. APPROVAL OF THE AGENDA:
   MOVED: Nima SECONDED: Abrar

5. Approval of Past Minutes:
   March 29th Minutes:
   MOVED: Justin SECONDED: Austin

   Motion Passes

   May 2nd Minutes:
   MOVED: Oliver SECONDED: Abrar

   Motion Passes

6. President’s Report:
   Ongoing Projects:
   · Finalizing Sponsorship agreement for swag, including rebate program 1-2%
   · 75th anniversary CUSA involvement
   · Student Union Building – 2nd round of meeting with consultants (a bit behind schedule)
   · DNA Partnership – Looking into fall events with Homecoming
   · Expanding Hatch programming partnership with Algonquin
   · Carleton Yearbook – is here! Come purchase one of yours!
   · Developing a new full time position for Support of Student Services

   Past Month
   · Hired internal consultants to work on increasing operational excellence
   · Planning, Planning, Planning – timelines for executive programming
   · Orientation for executives - completed

   In the Office:
   · Improving internal operations and reporting

   The Month Ahead:
   · Health Care – Student Plan – Conference
   · CFS Skills Conferences -
· Executives Retreat @ Hatch
If you have any questions, please do not hesitate to contact me:

pres@cusaonline.ca,
Tel: 613 520 2600 ext 1603
Sincerely,

Fahd Alhattab

7. **Vice President Reports:**
   a. **Vice President Finance**
      Ongoing Projects:
      - Budget overview, looking for areas of savings and improvements
      - Methods of cutting executive compensation

      In the Office:
      - Hiring Process for Finance Clerk
      - Hiring Process for ISC coordinator
      - Created Service center budget requisition forms

      This Month:
      - Working with University to create promotions for scholarships
      - Providing additional innovations to CUSA businesses
      - Looking to add additional jobs to CUSA, already in the process of adding 5.

      If you have any questions, please do not hesitate to contact me:

      vpf@cusaonline.ca,

      Tel: 613 520 2600 ext 1604

      Sincerely,

      David Andrews

b. **Vice President Internal Affairs**
   Ongoing Projects:
   - CUSA Summer Clubs funding is happening! Keep your eyes on the website for more details and applications out later this week.
   - Work on getting more and more clubs and societies and students onto CUSA Hub.
   If you haven’t had the chance, make sure you log in and create your profile!
   - Creating a timeline in terms of my goals and projects for the year.
In the Office:
- Come stop by my office if you have yet to get your binder or discount card, and did not attend the councillor training.
- Working on a IMS Contract

This Month:
- Really enjoying my job so far! Please come visit me in my office, and as always I am available to chat, just come on by!
- Heading to the Skills Symposium this weekend! Looking forward to meeting students from all over.

If you have any questions, please do not hesitate to contact me:

vpsi@cusaonline.ca,

Tel: 613 520 2600 ext 1607

Sincerely,

Lauren Konarowski

c. Vice President of Student Issues

1. Shinerama
   - Add a Dollar Campaign: Launched today. Running until June 30 th . Re-running in August.
   - Shinerama On wheels Marathon
   - Clubs and Societies and Shinerama.

2. Petition for the forgiveness of students with an overwhelming OSAP debt
3. Walk and Talk
4. Mental Health
5. Drink Smart
6. Meeting with Equity
7. CUSA Awards
   - Sexual Assault Awareness Week
   - Tentative date: Third week of September
   - Contacted all award winners. All plaques have been picked up.
   - Tory Award plaque and trophy handed in to the Registrar’s office to be given at Commencement.

If you have any questions, please do not hesitate to contact me:

vpsi@cusaonline.ca,

Tel: 613 520 2600 ext 1617

Sincerely,
**d. Vice President Student Services**

Ongoing Projects:
- Expo Carleton
- Kitchen in the food center
- HWRC – Restructure

In the Office:
- Hiring Process for ISC, Foot Patrol, GSRC and Womyn’s Centre
- Had ISMs with all the service centers to discuss Budgets

This Month:
- Skills Symposium – Ontario
- COCA- How to make Service Centers Bigger and Better!
- Training For Service Center

If you have any questions, please do not hesitate to contact me:

vpss@cusaonline.ca,

Tel: 613 520 2600 ext 1610

Sincerely,

Frena Hailekiros

**e. Vice President Student Life**

Ongoing Projects:
1. Organizing Homecoming Concert
2. Revamp Street Team
3. Planning Frosh with OCs
4. Implementing CUSA Hub w/ Lauren
5. Summer Olympics Programming for Ollies

Upcoming Events:
1. Shine Pub June 18th @ Ollies - $5 at the door
Taking all questions at VPSS@CUSAONLINE.CA or 613-520- 2600 x 1606

Cheers,

Zameer Masjedee
8. **RRRA Report:**
   I want to stress again the Shinerama fundraiser that we are having, it is a very important cause. Also, we are looking at getting a social justice meeting going on. Again our doors are always open so feel free to come by.

9. **GSA Report:**
   My name is Debbie, I am the new GSA president for this year. I am a former CUSA member, and I am super excited to work with CUSA this year! We will also be sending members of our constituency to skills, so we are looking forward to that. Not much else to report on.

10. **CASG Report:**
    We are looking to bring back TEDx and expanding our student initiative fund, we are looking forward to collaborating with CUSA.

11. **Senate Report:**
    N/A

12. **Board of Governors Report:**
    The last meeting we had was around discussion of the university’s communication strategy in regards to a few issues. I’m sure you’ve all heard about the FB messages and the journalism faculty’s issue. It kind of blew up a bit more than everyone expected. So at the board level they are discussing what they should do in terms of actions, whether there should be a slap on the wrist for the individuals involved, and how to respond. There was also discussion on what will be happening regarding the university’s VP finance who will be leaving soon. Additionally, Ryan Flannigan, head of student affairs will also be leaving us at the end of June in order to take a position at Windsor.

13. **Constituency Report:**
    N/A

14. **Committee Reports:**
    N/A

15. **Items for Information:**
    N/A

16. **Question Period:**
    Ruth:
My question is for the president. Just going over what you said about hiring someone to help support the service centre, in our bylaws, bylaw 1 section 5.1 b it says that “The President shall recommend that students council shall determine the number of vice presidents and directors and the responsibilities of each,” and that’s listed under something that’s to do during the first council. So my question for you is do you see that changing the structure of the executive positions in either next year’s election or the following year’s?

Fahd:
If council would like to review how the executive position is broken down then by all means that can happen. In regards to the position, we are only adding to the positions that are available in order to make operations more efficient. It does not change much for the executives, all it will do is help give them support of a full time staff, much like the VP of finance. So it is not new to what we are doing, but I am open to looking at the structure of the VP’s. We are also looking at how this will affect the budget in order make sure that it does not affect it too much. The guidelines as to how this will play out will be done in order to make sure that student’s are completely aware of the changes that are being made and that they are aware of the position that it is open.

Ruth:
What number of current permanent staff member would you say are recent grads of Carleton?

Fahd:
There are 3 current positions that are held by recent grads out of 15. The rest are all staff that have been there for many years and they are unionized.

Julia Dalphy:
What does ISC stand for?

Frena:
International Students Centre.

Sarah:
What is the update on the lawsuit?

Chair:
I will be sending out a very detailed email regarding the suit. We are asking the judge to uphold the decision. The way things ended this morning, basically, the judge has all the info he needs, and he will make a formal written decision within the next few days.

Ruth:
I just want to ask this in front of council. I have asked the chair and Fahd the court documents outlining the difference between CUSA council and CUSA Inc, because it would be very helpful regarding the by-laws. The factum that is.

Fahd:
That will be sent out to you tonight.

17. Other Business:

a. Motion to Fill the CUSA Constitutional Board

Motion to Fill the CUSA Constitutional Board

PRESENTATION SUMMARY

WHEREAS the term of office for all members of the CUSA Constitutional Board ends on April 30th under Bylaw III s. 2.0(a) and,

WHEREAS the CUSA Constitutional Board must be filled at the first meeting of CUSA Council under Bylaw I s. 5.1(a).

INFORMATION TRANSFER

BE IT RESOLVED THAT Council fill the vacant seats on the Constitutional Board as follows:

- Four (4) Members of the Association who are not members of council; and,

- Two (2) Alternative members of the Association

BE IT FURTHER RESOLVED THAT Council ratify the University Ombudsperson to be the fifth member of the Constitutional Board as per Bylaw III s. 1.0(b).

Moved: Lauren Konarowski  Seconded: Fahd Alhattab

Nominated:
Carly Crawford
Faisal Abu-Eid
Ryan Towsley
Mona Shadid
Erin Hemm
Sabreen El Awad
Kennedy Loupelle
Greg Owens:
I have been a representative on many boards here at Carleton, I have worked a year with the government reviewing policy, and I believe that it is important to have some one on the board who is unbiased and neutral, that’s why I think that I am the best candidate.

Simon Hunt:
Over the last months, I have been getting more involved with CUSA being a proxy, which has really opened my eyes as to what council is about. I think that I could bring a level-headed view toward the issues that the board will face.

Anthony Galipeau:
I have been very interested and involved in politics around the school. I am a second year polisci student. I am very passionate about politics and doing what is right. So I think that that would make me a good candidate for this position.

Lauren:
The constitutional board acts as the judicial power in council so it is very important that we get the right people to fill these positions.

Charissa:
For Sabreen El Awad. So Sabreen is going in to her 3rd year here at Carleton she is on science stuff. Sabreen is very honest and has a strong sense of justice, and she really wants to make sure that the rules of CUSA are followed.

Ilse (Mona Mahmoud Proxy):
Carly Crawford is very responsible, level headed, looks at things from different perspectives, and is very fair when it comes to punishments.

Faisal (VIA Email read by Lauren):
Ryan (VIA Email):

David:
Although I do not know Mona that well, I know that she is looking to get very involved after she came up short in the election. She approached me about a few positions and I pointed her toward this one. She actually got into university through the ESP program and her GPA is now above 11. She also owns her own business and is very responsible, that’s why she would be perfect for this position.

**Sarah:**
Erin was part of CUSA last year and she has sit on many boards across the university. During her time on the board with RRRA none of her decisions were contested. Having been on Council last year she is very familiar with the way council works.

**Ilse (Proxy):** Kennedy is going into her second year as a business student, she is very responsible, fair, and level-headed, making her a perfect fit for the board.

**Justin:**
Kimera is currently studying law so I think that he would have a very just eye when it comes to issues.

**Questions:**

**Callum:**
Greg, I remember seeing you at AGMs so it seems you may have a conflict of interest with current executives, specifically past executives regarding service centres and the actual meeting itself. So if there is an issue brought against them do you think you could rule against them?

**Greg:**
I do not see a conflict of interest, any relationship that I have had with past executives do not affect my professionalism in this position.

**Ruth:**
I have a question for all the people who are here representing their nominees. So if you were to encounter a situation this year like we did last year where the constitutional board was running without clear quorum and despite the bylaw indicating that there has to be 4 members and two alternates, would you go ahead and make a ruling with only 2 voting members on the board?

**Sarah:**
So as you know Erin did sit on council last year, and she was not okay with what happened, and she wanted to come back to council to help refill the
board, so she would want to do everything possible to avoid a similar situation.

**Greg:** I happily agree that I would go along the same line.

**Simon:**
I am also in agreement with what the other nominees said. I do not think that the board had quorum so they should not have made such a decision with a skeleton staff.

**Simon:**
If there is an issue with attendance, we should address that this summer, and that 11 people did put up their hand to be on this board, so CUSA should be able to find people to fill the board.

**Sarah:**
I am wondering if anyone has actively campaigned or changed FB profiles for past exec campaigns.

**Greg:**
I have changed by profile photo for Change CUSA but I did not actively campaign, as well as for ACT Now.

**Simon:**
I have never changed my profile picture on FB or have I ever declared myself for a certain slate.

**Sarah:**
Erin has never done so either.

**Charissa:**
Sabreen has also never done that, and I know she has voted for different slates during the election.

**Winners:**
Kennedy, Ryan, Mona, and Kimera
Carly and Erin are alternates
b. Motion to Strike Summer Standing Committees

**Motion to Strike the Summer Standing Committees**

**PRESENTATION SUMMARY**

**WHEREAS** under Bylaw V s. 2.4, Standing Committees may be struck in the Summer Session,

**INFORMATION TRANSFER**

**BE IT RESOLVED THAT** Council strike the following Standing Committees:

- Constitution and Policy Review Committee
- Financial Review Committee

**Moved:** Lauren Konarowski  
**Seconded:** Frena Hailekiros

**Questions:**
No questions

**Debate:**
No debate

**Vote:**
For: 27  
Against: 0  
Abstain: 0

Motion passes
c. Motion to Strike and Fill the Accessibility Fund Committee

**Motion to Strike and Fill the Accessibility Fund Committee**

**PRESENTATION SUMMARY**

WHEREAS CUSA needs to strike and fill the Accessibility Fund Committee,

**INFORMATION TRANSFER**

BE IT RESOLVED THAT Council strike and fill the vacant seats on the Accessibility Fund Committee as follows:

- Vice President Finance of CUSA; and,

- The appropriate Vice President of CUSA; and,

- Four (4) students with disabilities; and,

- Two (2) CUSA Councillors; and,

- Two (2) Students at Large

**Moved:** Frena Hailekiros  
**Seconded:** David Andrews

**Frena:**
I was the chair of the AFCON committee last year, and it is a very important committee. We usually meet once a month. We wait for students to apply for the AFCON committee, and advertise what we do. Usually, for Frosh week, we have about 2 or 3 accessible busses that are offered to us by the CFO. There is no proper way to apply or advertise for it, which is something that I would love to make better.

**Nominations:**
Students with Disabilities:
Nathan Bragg
Shawn Humphrey
Brett Babcock
Greg Ownes

**CUSA Councillors:**
Jennie Rankin
Lily Akagbosu
Sarah G.
Charissa

**Students at Large:**
Sabreen
Celine

**Oliver:**
Nathan is really involved in the community surrounding students with disabilities as well as around Ottawa, he knows what it takes to make events happen, and is very passionate about working for such a cause.

**Shawn:**
This has always been a pet committee for me, served as a councillor for 2 years for it. I was very involved in it, as well as having much experience as a student with a disability. This is the least political committee, therefore I do not believe that I have a conflict of interest, and I would love to continue to be involved with it.

**Frena:**
Brett has been involved in the community for students with disabilities for a long time and also was involved with AFCON last year.

**Greg Owens:**
So many might think that I do not have a disability, however, I have a psychiatric disability and have worked extensively with mental health initiatives.

**Jennie:**
I am a business student and I would help with this committee because I study money and would be able to help allocate funds for this committee.

**Lily:**
I am very interested in seeing CUSA provide students with disabilities equal opportunities. I am very honest person and fair, so I feel it is very important that all member of the association are able to apply for support.

**Sarah:**
Most of my high school experience was working with students with accessibility issues and I’m looking to help Carleton improve its accessibility issues.

**Charissa:**
Even though I am running as a councillor, I am also a student with a disability as well as all my siblings have a disability so I understand what it takes to work with those who have disabilities everyday, that’s why I would be good for this position.

**Charissa:**
So Sabreen is a neuroscience student that has been involved with helping students with disabilities in the community. She also identifies as a student with a disability.

**Frena:**
Celine, she is a coordinator for CDAC. It is important to have someone who is also on AFCON so that it can bridge the gap between what is happening with those two committees.

**Chair:**
Students with disabilities and students at large are all acclaimed, the only ones left to vote on are the CUSA Councillors.

**Winners:**
Lily and Jennie

d. **Motion to Strike and Fill the Student Initiative Fund Committee (SIFC)**

**Motion to Strike and Fill the Student Initiative Fund Committee (SIFC)**

**PRESENTATION SUMMARY**

**WHEREAS** CUSA needs to strike and fill the Student Initiative Fund Committee,

**INFORMATION TRANSER**

**BE IT RESOLVED THAT** Council strike and fill the vacant seats on Student Initiative Fund Committee as follows:

- Vice President Internal of CUSA as Chair; and,
- Vice President Finance of CUSA; and,

- Three (3) CUSA Councillors; and,

- Three (3) Students at Large as appointed by Council

**Moved:** Lauren Konarowski  
**Seconded:** David Andrews

**Nominations:**  
Student at large:  
Carly Crawford  
Matt Pelletier  
Simon Hunt  
Ilse Mendoza

CUSA Councillors:  
Oliver Nacey  
Justin Berghimini  
Julia Dalphy  
Liam Harrington

**Oliver:**  
The student initiative fund is one of my favourite things here at Carleton, especially being involved in the model parliament. Allowing students to be involved in such things is something that I would like to help provide.

**Justin:**  
I think I can be an asset to this committee, because things like this are what really define our university experience.

**Sarah:**  
Julia is heavily involved in the engineering community, taking over as the president of the engineering society. Having an engineer in there would be a big help to us allowing for clarification of certain initiatives.

**Liam:**  
I am a second time councillor for public affairs, as well as I have served on other committees. As well as there are many groups that rely on this funding and it is really important that they get the funding they need.

**Matt Pelletier:**
I have already sat on this committee before so I understand how it works. I know what its strengths and weaknesses are, and I would like to focus on three main things, the marketing – since it is a very good initiative, second, referring business students to Sprott’s similar committee, and finally, addressing conflicts of interest – specifically some frame work that will help to increase transparency.

Ilse:
I have been really involved over the last year here at Carleton. So I would really like to help the money get to people who deserve it.

Simon:
Through my time here, I have bee able to be the recipient of the student initiative fund, and it seems as though it could be improved, specifically budgeting out the money so that everyone has an equal chance at getting the funding they need. This needs to be done as fair as possible.

Winners:
Oliver, Justin, Liam, Matt, Ilse, Simon

e. Motion to Strike and Fill the Clubs and Societies Summer Funding Committee

Motion to Strike the Clubs and Societies Summer Funding Committee

PRESENTATION SUMMARY

WHEREAS the Clubs and Societies Summer Funding Committee shall be struck at the discretion of both the Vice President Internal and the Vice President Finance where Clubs and Societies summer funding applications warrant and adequate funds are available in the CUSA budget as per Bylaw XI.

WHEREAS Clubs and Societies funding shall be available to all registered Clubs and Societies active during the Summer Session.

INFORMATION TRANSFER

BE IT RESOLVED THAT Council Strike the Clubs and Societies Summer Funding Committee and fill it as follows;

- Clubs and Societies Commissioners

- The CUSA President
- The CUSA Vice President Internal
- The CUSA Vice President Finance

**Moved:** Lauren Konarowski  
**Seconded:** David Andrews

**Lauren:**
Really exciting to see that we have summer funding for clubs. Giving them the opportunity to apply for funds is great. Clubs make CUSA and it is important to continue this. Please vote yes.

**Charissa:**
Just wondering why there was no position for councillors and students at large.

**Lauren:**
I agree that it should be there, but just for now as per the bylaw that is how it works. If you would like to change it in the future by all means do so.

**Oliver:**
Can this be done this summer?

**Lauren:**
Unfortunately it is too late.

**Ruth:**
Could students sit in on the meetings even without voting rights?

**Fahd:**
Typically for closed committees students are not allowed to sit in, but they are allowed to listen to the presentations just not the deliberation.

**Charissa:**
Can we amend the motion to include those two seats?

**Lauren:**
No because that would be amending the by laws.

**Taryn:**
As a clubs and societies commissioner I can confirm that we will not be getting funding till after June 14th. 3 executives can potentially decide how $7500 would be allocated.
**Fahd:**
You would need to call a meeting within 10 days in order to change the bylaws.

**Charissa:**
I’m going to assume that we will not be able to finish the CUSA Inc meeting tonight, so I suggest that we table this motion for a later meeting, say in 10 days or so.

Motion to table Motion next CUSA council meeting, to be called in the next 2 weeks:
Mover: Charissa          Seconder: Greg

**Fahd:**
There is no guarantee that a meeting will be called in time since 4/6 executives will be away for COCA in the second week of June.

**Sarah:**
How many execs do you need for quorum?

**Ruth:**
There seems to be a pattern of rushing these time lines since just last meeting we were told that the 10 day period was not needed for the AGM meeting, so we should be following procedure.

**Fahd:**
That was for CUSA, Inc.

**Julia:**
Is this a committee that will report to council where the money goes?

**Fahd:**
No there is not a breakdown of the funds, which is always a discussion that is had.

Vote on amendment:
For: 10
Against: 16
Abstain: 2

Motion does not pass
Vote on original motion:
For: 18
Against: 7
Abstain: 2

Motion Passes

f. Motion to Elect a Board of Governors Representative

Motion to Elect a Board of Governors Representative

PRESENTATION SUMMARY:

WHEREAS there are two undergraduate representatives on the Board of Governors for the 2016/2017 academic year; and,

WHEREAS one of these representatives has been elected by the student body at large; and,

WHEREAS the other one of these representatives has historically been selected by CUSA Council from the CUSA executive team,

INFORMATION TRANSFER:

BE IT RESOLVED THAT Council elect one CUSA executive to be the CUSA Representative on the Board of Governors for the 2015/2016 academic year.

Moved: Alex Noguera Seconded: David Andrews

David:
I think we should be electing Fahd since he has an entire year of experience with CUSA, he is also the new president, allowing him to get more knowledge about issues in the board of governors.

Questions:

Greg:
Historically it has been the CUSA President, but it says CUSA executives as well, so I was wondering if you have already predetermined that you want Fahd?

David:
It says historically, so it can be technically anyone on council.
Sarah:
If this is a vote for a representative, shouldn’t we be doing nominations?

Fahd:
It is in my terms of reference as president.

Sarah:
Are the terms of reference binding as a policy?

Fahd:
Yes they are.

Motion to amend motion to include that the terms of reference included in the governing documents outline the President’s responsibility to the Board of Governors.

MOVED: Sarah SECONDED: Greg

Vote:
For: 26
Against: 0
Abstain: 2

Amendment passes

Questions continue on Initial Motion:

Motion to amend motion for the second time to allow a student at large to be nominated for representative
Mover: Charissa Seconder: Greg

Questions:
Lauren:
I am confused as to why we are citing the board of governor’s by-laws rather than our own by-laws that we can follow by.

Charissa:
Looking at the CUSA by-laws there aren’t any real laws regarding this motion. And I find it very appropriate to cite the board of governor’s by-laws because we are voting for some one to represent council at the board of governors.
Motion to table this entire motion at a later date
Mover: Sarah    Seconder: Oliver

Vote:
For:17
Against: 11

Motion passes

g. Motion to Strike and Fill the Executive Compensation Committee

Lauren: I have moved another committee, I will present it and then give some background. **Reads motion**
It was brought to my attention that this was necessary to happen despite not being in the agenda. Skipped my view because its on a biannual basis. I am going to motion to table this. No public notice was given, we need 3 students at large. I am not comfortable in voting on this.

Chair: So we will have do an early June meeting or an emergency meeting then?

Fahd: Or we can amend the bylaws for the report.

Ruth: Well that would be amending a governing document.

Lauren: You are right, that would take ten days.

Ruth: It sounds like we are just delaying this.

Lauren: Based on the executives schedule, we are not going to be able to have an early June meeting. An end of June meeting

Fahd: If we table this, we are going against the bylaws. You as council can accept to go against your own rules, by accepting a late report.

Callum: The only issue here is the members at large.

Sarah: Why don’t we get one vote out of the way. Fill the councillor positions now and the members at large later, next week.

Chair: Wasn’t it mentioned that we wouldn’t have quorum?

Lauren: It doesn’t make sense to strike half the committee.
Callum: But that is due to the fact that it was not sent out.

Chair: I am interested in Ruth’s opinion right now.

Ruth: If the committee was formed, Lauren have you seen any of these reports? How will a committee go about and do the work if they do not know?

Fahd: There is a report available from 2014/2015. It is likely not online so I will make sure its available.

Ruth: If the committee was struck now between the next meeting the committee could do the work because they have guidelines.

Fahd: Yes they could. But we are running into one bylaw or another that we are breaking. Your argument is based on that there will be a meeting next week, which seems likely.

Sarah: If we need to get stuff done we don’t need all the executives. If we need to do it, we should still do it.

Fahd: Or we delay the report. That is an arbitrary date in the bylaws. The budget does not pass until the end of July. Whether it is June 25th or 15th it doesn’t matter. We can properly do it next council.

Ruth: We are backlogging it.

Fahd: A mistake was done on our end. It is struck every two years. You are willing to overlook that, or extend the date, or have a meeting next week. And all three options break a bylaw. I am suggesting extending the deadline but council gets to chose.

Chair: We would need an emergency meeting.

Julia D: Does it make sense to table it? It’s the best of two evils. I would rather have a better report than trying to rush it, as much as I am opposed to breaking bylaws.

Chair: I am leaning towards that myself. I do not like this, we are breaking bylaws no matter what we do. There is still time, the budget passes July 31st. This is the best choice.

Brett Parnell: I sat on this council 2 years ago when this report was presented. If we really put effort into it, it will be a much better report.

Chair: I would like to ask council to vote on that, on delaying this election to a committee to a later date.
Motion to Delay appointment of this committee:

Vote:
For: 23
Against: 0
Abstain: 0

Motion to table motion passes

18. Adjournment:
Moved: Sarah    Seconded: Jennie

Motion passes

Meeting adjourned @10:45pm
CUSC COUNCIL MEETING MINUTES
June 22, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
<table>
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<th>Councillor</th>
<th>Proxy (print name)</th>
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<td>President</td>
<td>Fahd Alhattab</td>
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<td>Vice President Finance</td>
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2nd CUSA Council Meeting 2016-2017
June 22nd 2016
Dunton Tower, Room 2017 6:00 pm

AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice President’s Reports
   a. VP Finance
   b. VP Internal Affairs
   c. VP Student Issues
   d. VP Student Services
   e. VP Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Financial Review Committee
   b. Constitutional and Policy Review Committee
13. Question Period
14. Items for information
   a. Motion to appoint CUSA President as Board of Governors Representative
   b. Motion to Strike and Fill the Executive Compensation Committee
   c. Motion to Determine a Committee Chair Honorarium
   d. Motion RE: Council Should Decide On An Appeal
15. Other Business
16. Adjournment
CUSA Council Minutes
2nd CUSA Council Meeting 2016-2017
June 22, 2016
Dunton Tower, Room 2017 @6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:18pm

1. Announcements and Correspondence:
   Austin Pellizzer (Charissa’s Proxy):
   The student mental health advocacy collective will be meeting Sunday June 26th from 1-3pm in Tory 204 to discuss student engagement and mental health, specifically in relation to Carleton University’s new mental health framework that is being developed. All students are welcome.

Ruth:
We struck the constitutional and policy review committee last week and I was elected the chair so I am just letting you guys know that our next meeting is on Tuesday, June 28th at 6pm, if you’d like any details on that, members at large, and members of council are welcome and encouraged to join.

2. Approval of the Agenda:
   MOVED: Austin De Ste-Croix             Seconded: Matt Pelletier

   Amendment to switch items for information and other business on the agenda, and move question period to before other business.

   MOVED: Austin De Ste-Croix             SECONDED: Matt Pelletier

Motion passes
Agenda is approved

3. **Approval of Past Minutes**
   MOVED: Mona SECONDER: Christopher

**Ruth:**
I’d like to clarify on whether or not we are keeping the information that was recorded regarding staff?

**Chair:**
So I’ve actually talked to the VPI and the Clerk and so from now on, everyone, I am actually going to go back on something I said before, if there is an in-camera session we will continue to record the minutes, however, they will be kept private, and in possession of the VPI. Members of council are able to look at those upon request, however, they will be kept out of the public eye, so those past minutes will be kept.

**Ruth:**
Will they be given to us for approval?

**Chair:**
Any decisions that were made during those motions will be available for the public but not the debate.

Motion passes

4. **President’s Report:**
   **Ongoing Projects:**
   - Consultations with Project Pentagon
   - 75th anniversary CUSA involvement
   - Looking into changes for spaces to increase utility
   - DNA Partnership – Looking into fall events with Homecoming
   - Expanding relationship with Alumni on programming for Homecoming
   - Developing CUSA PR Strategy
   - Reviewing business trends
   - Partnered with MSA to bring Iftars at Roosters for Ramadan

   **Past Month**
   - Summer Funding with VPI
   - Convocation! Congrats to graduates
   - Hatch Applications were due yesterday
   - Services Manager Full time staff applications open

   **In the Office:**
   - Improving internal processes
- Changes to front office layout

The Month Ahead:
- Working with VPF re: New business items
- Board of Governors end of year dinner
- Looking into Student Housing initiatives

If you have any questions, please do not hesitate to contact me:

pres@cusaonline.ca,
Tel: 613 520 2600 ext 1603

5. **Vice President Reports:**
   a. **Vice President Finance**
      Ongoing Projects:
      - Working on master budget
      - Looking for areas of savings and improvements
      - Cutting executive benefits – Cellphones
      In the Office:
      - Hiring Process for Womyn’s Centre
      - Hiring Process for Health & Wellness Centre
      - Clubs and Societies summer funding interviews – allocation of funding
      This Month:
      - Finishing the master budget
      - Providing additional innovations to CUSA businesses
      - Working with 4 CUSA businesses to develop and implement a communications strategy
      
      If you have any questions, please do not hesitate to contact me:
      vpf@cusaonline.ca,
      Tel: 613 520 2600 ext 1604

   b. **Vice President Internal Affairs**
      This past month:
      - Attended both CFS Skills as well as COCA; both great conferences where I made connections and gained new perspectives.
      - Met with athletics and released the competitive clubs application
      - Summer funding, gave out 6590 to 18 different groups
      - Struck summer committees, had first meetings
      Upcoming:
      - Working on a handbook for clubs, bringing back the old style.
      - Hiring a Legal Policy Analyst, getting them oriented and working starting July 4th.
      - Athletics and clubs registration
      - Planning Clubs PD Day, pushing forward with CUSA Hub.

   c. **Vice President of Student Issues**
      Past Month
      1. Shinerama Add a Dollar
2. Budget
3. Awareness Campaign Dates
4. Beforeplay Ask Planning
   a. Womyn’s Center
   b. Equity
5. Pop the Stigma Planning
   a. SamH
   b. MSA
6. Walk and Talk Program
   a. Foot Patrol
7. Service Centers Meetings
8. Student Petition Update
9. Thrive Week

Upcoming:
1. International Student Orientation Material
   a. Health Plan
   b. Pamphlets
2. Workshops, Speakers, Bookings, Print outs: Everything for Pop the Stigma and Beforeplayask ready to go
3. Walk and Talk in Place: to be launched in Sept.

d. Vice President Student Services
This past month:
- Transitioning in to the office; getting caught up with Service Centre Coordinators and the rest of the execs
- Hiring Committee met to discuss hiring for Health & Wellness, Womyn’s Centre, GSRC
- Met with Equity to start on Service Centre Coordinator training framework.
- Started discussion surrounding consolidating BECAMPS and HWRC to create BECS - Bill Ellis Co-working Space. In addition, two $500 scholarships will be produced for mature and part-time students also in the name of Bill Ellis
Upcoming:
- Hiring for Aboriginal Service Centre
- Create open forum regarding BECS/BECAMPS to get student feedback
- Get Service Centres ready for larger events like Expo 2016, Campus Services Day for Res. Fellows

e. Vice President Student Life
Ongoing Projects:
- Working with RedZone and Athletics on remodelling our spirit team
- Ollies Patio Official Launch w/ Summer Olympics
- Planning Frosh with OCs, Looking at a CUSA run Mont Cascade Day
- Implementing CUSA Hub w/ Lauren
Past Month:
- COCA – Was wonderfully informative and a great networking opportunity

Upcoming Events:
- CANADA DAY! Have a fun and safe long weekend

Taking all questions at VPSL@CUSACARLETON.CA or 613-520-2600 x 1606

6. **RRRA Report:**
   Just finalized our formal event that we will be bringing back after an absence last year, which will take place at Lac Lemay. We are also creating the council books, and looking to get sponsorships for our calendars as well as for our frosh pack inserts.

7. **GSA Report:**
   We just finished our budget, which will be presented to our council tomorrow. We were also fortunate enough to sit on the hiring boards for the service centre interviews, so that included the health and wellness, womyn’s, and the GSRC. Recently, a couple of weeks ago, we held a student-focused consultation for the development of the Carleton sexual assault policy. So for folks who aren’t aware, the GSA has been involved with consultations held by the administration and force development. So for the student-focused one, we had the goal of prioritizing a blitz to organize students, so we’ve invited clubs and societies, as well as service centre coordinators. We had a good mix of undergraduate and graduate students. We managed to go through the entire policy, with many suggestions by students. And so, the policy has been paused, and the GSA’s goal is to continue to engage students about what is going on and to keep looking out for student-focused consultations in the fall. We also hired two welcome days coordinators, for our graduate students’ frosh week, which is two weeks long. We officially have the date of September 16th for our joint frosh week with uOttawa. A few weeks ago, we attended the CFS National Meeting that was hosted in Gatineau. Two important motions were passed. The first was the inclusion of menstrual products in the CFS bulk purchasing, which is something that I personally spoke in favour of from my experience at the Womyn’s centre, and how difficult it is to have menstrual products in the centre because they are so needed. So it was important for me to stress that service centre coordinators sometimes have to pay out of pocket to make sure they are available. The second motion that was passed was a decision made that the next National Day of Action will be this November 2nd. The last one was held in Ottawa, February 2nd, 2012. For those of you who are not aware of what the National Day of Action is, it is basically a rally and protest for the elimination of tuition fees. If you are interested in getting involved, you can email our VP external at vp@gsacarleton.ca.

8. **CASG Report:**
   Nothing to report.

9. **Senate Report:**
Graduations were held.

10. **Board of Governors Report:**
There has not been a meeting since the last report. There is however, a dinner next week in order to send off Mr. Watt. For those of you that were following the situation with the board, with the new board being elected and reappointed, Mr. Root Gorelick’s term was terminated since he was not willing to sign the code of conduct.

11. **Constituency Report:**
Matt Pelletier (Jessica’s Proxy):
PAPM Beach day at Mooney’s bay on Saturday at 1:30pm. You can rent vball court for $16/hr.

Sarah:
Engineering Racecar Team competed in a competition, which is built by students, they came 14th out of 70 international teams. Later in June, we will be going to the University of Manchester to compete in the United Kingdom University competition; we are the only North American team attending.

12. **Committee Reports:**
   a. **Financial Review Committee**
      Victoria Lalande:
      There will be an email sent out before the next committee meeting in order to give you guys the day notice.

   b. **Constitutional and Policy Review Committee**
      Ruth:
      Next meeting will be held on the 28th. There will be Nanaimo bars, and I will be letting everyone know over FB.

13. **Question Period:**
Matt (Proxy);
I would like to ask anyone on the CUSA, Inc. side of the Courtchene V. CUSA, Inc. case regarding paragraph 25, which discusses that if the parties cannot agree on cost, they may make written submissions of two pages or less within 14 days, and a further 5 days to apply. Have both parties arrived at an agreement? Yes or no, and have any submissions be made?

Fahd:
Yes both parties settled.
Julia Parsons:  
So how many clubs and societies applied to the clubs and societies fund?

Lauren:  
All the clubs that applied and gave a presentation were given funding, there was one club that we thought SIF would be more appropriate to fund. There were 18 different clubs, very diverse. It was an awesome 2 days that helped me get my feet wet for fall funding, helping me to realize what to do differently.  
Here is the list of clubs:

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<th>Club Name</th>
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<td>AIESEC</td>
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<td>Systems Computer Engineering Society</td>
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<td>Wonder Reading Club</td>
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<td>Asian Canadian Society Carleton</td>
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<td>Global Medical Brigade</td>
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<td>Student Alliance Mental Health</td>
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<td>Journalism Society</td>
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<td>Planetary Robotics Team</td>
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<td>Firearms Association</td>
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<td>CU Pakistani Student Association</td>
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<td>United Nations Society</td>
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<td>Economic Society</td>
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<td>Carleton Conservatives</td>
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<td>Nigerian Students Association</td>
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<td>hack.Carleton</td>
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<td>East African Student Association</td>
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<td>Relay For Life</td>
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<td>Muslim Student Association</td>
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Julia Dalphy:  
Does the summer funding money come out of last years budget or this years?

David Andrews:  
This year’s budget.

Julia Dalphy:  
So since the budget has not been approved, how does that work?
David Andrews:
The reason why we have to allocate the money to the clubs now is because a lot of the time, the date at which the budget is finalized is too late for the clubs to get the funding they need to host events earlier in the summer. So this year, we allocated $7,500 toward summer clubs funding which hasn’t been done in the last few years.

Fahd:
So also, it is important that we continue to operate while the budget is being made. We essentially go off the numbers from last year.

Julia Dalphy:
So it is pre-emptively made aware that that money will be allocated to clubs ahead of the budget.

RRRA:
So for transparency, how are the groups made aware of the funding process?

Lauren:
We sent out emails to everyone.

Matt (Proxy):
So there was a recent article in the Charlatan were Fahd did not clarify whether there will be an appeal in the court case, but since both parties settled, can we confirm that CUSA will not appeal?

Fahd:
We should leave that to the motion.

Julia Parsons:
How are you going to cut costs for students through the businesses?

David Andrews:
In any business, especially ones that sell food, there is a multi-causation model that results in profit gains over losses, such as increase/decrease in food prices. So prices will be adjusted to the increasing costs to make sure that the cost of goods sold stays at the percentage where the business can balance affordability and profitability so that we are still serving students as opposed to a business that is purely for profit. All businesses are looking to breakeven, so they are offering prices that are still lower than the outside market, so any increases in prices will still be lower than any other business that is off campus.

Julia Parsons:
So yes or no, will you be cutting costs?
Fahd:
Specifically for the businesses, CPI went up by 1.6% so the likelihood is no. But in regards to cutting cost, CUSA is looking at the amount of levies that students pay. A lot of you pay $7 to the world fund hunger program; did any of you know that? No, but you are still paying the $7. There are a lot of levies that are not helping our students here on campus, and they haven’t been reviewed in many years. So we need to look at these to see if students would like to continue paying those types of fees.

14. Items for Information:
   a. Motion to appoint CUSA President as Board of Governors Representative

PRESENTATION SUMMARY

WHEREAS there are two undergraduate representatives on the Board of Governors for the 2016/2017 academic year; and,

WHEREAS in the CUSA policies under Executive Terms of Reference, the President shall “9. Stay informed of all activities and decisions of the Carleton University Board of Governors and senate and all their committees, and administer the Board of Governors student caucus.”

INFORMATION TRANSFER

BE IT RESOLVED THAT Fahd Alhattab, CUSA President, be appointed as the Board of Governor’s Representative in order to fulfill his terms of reference.

MOVED: David Andrews  SECONDED: Lauren Konarowski

David Andrews:
Spending last year as a student representative on the board of governors it allowed for 2 different student perspectives on the board, the President, and a student at large. Having the president on the board allows for having some one who knows the inner workings of CUSA give a voice to what is going on in the association. The President is there in order to give the best representation of CUSA to the board.

Questions:
Ruth:
If Fahd were to represent CUSA as the president, how are we able to ensure that he is speaking for our legislative body and not just for the interest of CUSA.
David Andrews:
So because there are 2 students, including the student at large, it ensures that the president is expressing the student’s best interests as well, and not just the association’s.

Julia Parsons:
So Fahd are you comfortable with doing it proactively? Also does that work logistically? Do you guys get that information from the Board of Governors of what is on the agenda in time for us to go through this process?

Fahd:
Not always. But lets talk about the tuition vote. We were not given full details on the report so some of that was out of our hands. Also, as a representative it is important to remember that you are wearing two hats, representing CUSA and the students, and making sure that you are doing what is best for the students and for Carleton University as a whole.

Julia Dalphy:
Knowing what happened after the vote, would you vote the same way again?

Fahd:
I would still have voted to abstain, because again, nobody has presented me with another solution, aside from, “don’t believe the admin”. However, what I would have changed was to maybe advocate a lot earlier to the board to release the numbers on the increase, so that I could at least send that out for some consultation, to see what the students were thinking and to have a full conversation about it. If students knew the numbers, I think that we could have had a more healthy conversation about it, instead of the reaction that was received. So I am not in favour of cutting millions of dollars of services to students, but I am also not in favour of charging students more, so the only third option was to abstain.

Julia Dalphy:
So you would have changed your process before hand?

Fahd:
Yes, in order to better inform the students and the board of our needs and the administrations needs.

Matt (Proxy):
What was the actual vote count on the board?

Fahd:
There were 2 no’s, 3 abstentions, and the rest were Yes’. Our abstention, was a message to the board that we didn’t like either option.

Matt (Proxy):
So how is abstaining sending a better message? It still sent a message of in solidarity to the students. How would a ‘no’ been less of a message?

Fahd:
Voting no would have said that we agree to cut services by 9 million dollars, which we are opposed to.

Sarah G;
Since you are returning to the board, do you think there will be any friction with members on the board?

Fahd:
No I do not think that is the case. I have a good relationship with all of them. I am sneakily trying to schmooze the governance committee in order to get our seat back, so I am working that and a report on why we should get it back. We are negotiating the CUSA Carleton Administrative Agreement, and Carleton actually has an oversight seat on our council, so I’ve striked that seat, kind of to say “why do you get a seat?” So I am kind of being sassy with them, but at the same time I want to figure this out because there is no need to have this friction

Matt (Proxy):
Should the vote have been more the way that students saw the tuition increase? I do not think you would have found a student who was in favour. If the goal is to best serve students, and more public opinion was to say no, what was the decision in your mind to abstain.

Fahd:
I would say that if Martin Luther King Jr. surveyed the population regarding civil rights, the vote would have gone no because of an uninformed public. I am not anywhere close to Martin Luther king Jr., but I think the principle remains the same. What was the cost to lowering tuition? Cutting administration, and is that worth it to students? For me, I thought both options were unsuitable. We were not given a better option to vote on. They did not compromise enough with us.

Ruth:
Having said all of that, my question is, how would you facilitate that communication between the board and the students, especially in a situation like this?

**Fahd:**
Strike a town hall would be a good way, all students being welcome, in order to get the convo going. I know Alex is starting to get a tuition campaign going in order to try to get the provincial government to increase funding, also to educate students on how much tuition costs. The government has not increased its grants over the years, and I realized that I had that info about this, but I did not do a good job transferring the information over to the students.

**Debate;**

**Justin:**
I personally think that Fahd is the best choice for this; the president has a specific mandate on this issue. I cannot think of a better position on council who knows the ins and outs of CUSA.

**Austin Pellizzer (Proxy):**
Motion to have a student of the Association to be appointed to the board of governors.

**Whereas** the president has been historically the representative, however, this takes away for the time that the executive has to engage with the student body.

**Chair:**
This motion is out of order since it does not keep the spirit of the motion.

**Julia Parsons:**
I would like to speak in favour of this motion since I disagree profoundly with Fahd’s vote on the tuition issue. Having a member appointed would require that Fahd remain in the best interest of the council.

**David Andrews:**
While it is valuable to have a councillor, there is still a student at large, and having the president be our representative, it allows for the
president to represent everything about CUSA the best way possible. Also, in the interest of the President’s time being an issue, the board of governors only meets once a month.

Julia Dalphy:
I really agree with Julia; since this is a CUSA designated seat, the best candidate for it would be someone who knows lots about CUSA and represents the organization. I think Fahd qualifies under that regard, and a student-at-large would not. That’s why there are separate BoG seats for students-at-large seats through their election.

Motion is out of order.

Vote on original motion:
For: 25
Against: 1
Abstain: 3

Motion Passes

b. Motion to Strike and Fill the Executive Compensation Committee

PRESENTATION SUMMARY:

WHEREAS beginning May 1st 2006, and continuing on a biennial basis, Council shall, at its first meeting, strike the Executive Compensation Review Committee.

WHEREAS this committee was not struck, and bylaw IV states its terms of reference.

BE IT RESOLVED THAT Council strike and fill the Executive Compensation Review Committee as follows
- Three constituency representatives appointed by Council
- Three students at large appointed by Council
- One member of the Association appointed by Council

BE IT FURTHER RESOLVED that this committee will present its report on July 13th and council shall vote upon accepting its recommendations in order for these recommendations to be incorporated into the 2016/2017 budget.
MOVED: Lauren Konarowski  SECONDED: Fahd Alhattab

Lauren:
At the last council meeting, this was discussed towards the end, regarding breaking a bylaw so here it is. We chose this date since it gives David enough time to put together a report that is comprehensive.

Questions:

Ruth:
Lauren, what is your interpretation of “members of the association”?

Fahd:
We looked at your recommendation and we came to the conclusion that a member of the association is a full time employee. So Rod, the GM is the one that we are recommending to council to be approved for that position. He is not a member of the collective agreement as a manager of managers so he is not unionized, which gives him a step away from the union.

Ruth:
What will be made available to the members of the committee? Will they have access to all the files in the office?

Fahd:
Yes, anything that is deemed required such as pay for the student executives, etc.

Lauren:
It has to be relevant to the executives pay.

Ruth:
Will there be boundaries in order to prevent any obstruction of the members of the office?

Fahd:
There shouldn’t be any problem pulling off any records since they will go straight to Rod in order to get that information.

Debate;
No debate
Nominations:

Constituency:

Victoria Lalande:
So I am currently the chair of the financial review committee so I do think that it would be beneficial if I was also helping with the budget. Also, I am currently a business student, so this is something that I do and learn through my classes, such as reviewing financial statements to see where businesses are losing profits. I also do work with up and coming businesses to help them gain more revenue and reducing their expenditures. Also, I worked with preparing budgets through that company and through classes.

Julia Parsons:
In my spare time and at work, I work with fiscal policy and management of finances, so I think that this is something that would be a great opportunity for me, especially with my background knowledge. I have actually been paid to do research into expenditure by elected members of parliament before, so I feel like that is a pretty good qualification to be on this committee, and I have also prepared many budgets for clubs and societies and other associations. I also really like the suggestions brought forward by David regarding the phone fees. We need to make sure that we have people who bring creative ideas to this board, which is something that I can do.

Mona Mahmoud:
I have been a councillor for just over a year now, so I have been able to gain a lot of knowledge on issues such as the financial review committee and other compensation committees. So I feel like the knowledge that I have from that will help me to bring different ideas to the committee.

Nima Dadar
I’d like to be on this committee because I think that it is a very important topic, and its something that is brought up every year during elections. Going more in depth is really important, and with the report, I looked over some of the responses from the students, and the survey was horrible with many issues.

Yannick Brisebois
This is my first year on council, last year I was on CASG, and CU engineering student’s society. So being on council for the first time I think that I would be pretty unbiased.

Isabella Boushey (VIA Austin De Ste-Croix):
VPI of the science society, she is good at look at things in a neutral view. It is important to have someone who can look at all sides of the issue in order to make a decision.
Students at Large:
Hung Ly:
I am an aerospace student, and probably also one of the only candidates who has actually read the budget like completely because I thought it was fun. Finances are pretty interesting to me, I like to mess around in excel sheets, and I also do my own taxes because I can. I think I’d be able to give a pretty unbiased opinion, and not only that but I am also a student who is currently trying to pay off student loans, so I’ve looked into every penny that I am giving to Carleton.

Hassan Zafar:
I am the president of the integrated science society and the VP of the CSSS. As a VP of the CSSS I am one of the few executives who actually gets a salary, and I recognize that executive salaries can be a contentious point. I also come from a small business family, so things like salaries and benefits are very important to how the business operates. With that knowledge I can help this committee draft a good report.

Faisal Abdu-eid (VIA email): My name is Faisal Abu-Eid and I am a third year mechanical engineering student, I am writing this email in regard to the positions available on the Executive Compensation Committee. I am very interested in this position as I would love to be part of the change making process at our school. Please get back to me if you have any questions.

Taylor Neely (VIA email): My name is Taylor Neely and I am interested in becoming a part of the Executive Compensation Committee. I am going into my fourth year as a finance major in the Sprott school of business, I’ve been in involved in extra curricular activities around Sprott and Carleton since I transferred here in 2014. As a commerce student I’ve taken several accounting and finance courses which have given me the knowledge and understanding of proper money management and how compensation should be used for various positions, duties, etc. Additionally, I've worked with a budget of roughly $30,000 as being a member of the Kappa Sigma fraternity, and I understand how budgets can and need to be adjusted under certain circumstances. Finally, I am currently the Finance Office Clerk at CUSA and have an intimate knowledge and understanding of compensation and benefits of the executives and employees at CUSA.

Austin Pellizzer:
I just finished my first year here, I am very involved with the service centres, and I have helped many groups do their finances. I am a poli sci major so having that political background will also help.
Taryn Ashdown:
I have 2 years experience on council as the faculty of arts and social sciences councillor, and during that time I sat on many committees including being the chair of the constitutional and policy review committee last year. I also worked for CUSA as the administrative clubs and societies commissioner, so I worked very closely with the executives. I think that I am the ideal candidate because I think that I would be able to make both fair and educated decisions. I also don’t have a lot going on this summer so I would have a lot of time to put research into the cause.

Kevin Mason (VIA David):
I have worked with Kevin many times with fiscal management and making sure that every penny is accounted for.

Member of Association:
Rodd:
I have been the GM for CUSA for the last 13 moths, before that I was the business operations manager, and before that I was the Oliver’s pub manager for 2 years. I have worked with 7 sets of council so I know what the trends are and I bring a lot of historical data. Also, as GM I can bring a lot of information to the committee.

Questions:
Julia Dalphy:
When I was reading over the past committee reports, I found them pretty short, so to the nominees how long should the report be?

Julia Parsons:
10+ pages

Nima:
It should be a short summary, with references.

Mona:
I agree it should be short too.

Victoria:
Generally with businesses, there should be an executive summary that allows you to review the entire report in a short summary.

Yannick:
However long it takes for the reader to get to the point

Taryn:
It’s not so much about the quantity, but the quality, such as the data. Roughly it should be around 15 pages in order to include all the data.

**Hung:**
It should be summarized, but the data should be added to the appendices.

**Hassan:**
There should be an executive summary of 1-2 pages, plus sources. I would say around 8.

**Austin:**
It should be around 8 pages.

**Winners:**
Constituency:
Mona
Victoria
Nima

Students at large:
Kevin Mason
Taylor
Taryn

Association Member:
Rod

c. **Motion to Determine a Committee Chair Honourarium**

**PRESENTATION SUMMARY**

**WHEREAS** Bylaw V 4.2(g) states the Chair of each Standing Committee shall be paid a honourarium determined by Council

**WHEREAS** Bylaw VI 4.2(f) states that the Chair of each Ad Hoc Committee shall be paid a honourarium determined by Council

**INFORMATION TRANSFER**
BE IT RESOLVED THAT Chairs for Standing or Ad Hoc Committees be paid a honourarium of 15 dollars per meeting upon submitting minutes to the Vice President Internal, not exceeding 120 dollars.

MOVED: Lauren Konarowski  
SECONDED: David Andrews

Lauren:
I’m sure you all know that some committees meet more than others, I think doing it on a scale based system would make sure that those who meet more than others would be getting paid appropriately. Capping it at 120 dollars would make sure that they only have 8 meetings.

Questions:
Austin:
Is this for all members of the committee?

Lauren:
Just the chair.

Sarah:
Did last year’s chairs get paid?

Lauren:
No.

Sarah:
Will the former chairs get retroactive pay?

Lauren:
Yes the ones that I can reach.

Sarah:
Were the ones from 2 years ago paid?

Chair:
I believe so.

Charissa:
Where in the budget would the honourarium be paid from?

David:
Another line would be added to the budget.

Julia Dalphy:
The motion does not state that the former chairs would be paid.

**Lauren:**
I can add that in.

**Julia:**
I think that would be a different motion.

**Fahd:**
They will be paid out of last year’s budget.

**Yannick:**
Is there any way to prove the chair’s work?

**Lauren:**
I should have all of the meeting minutes given to me by Sofia.

**Ryan:**
When these students were hired, was it stated that they were volunteers or did they know that they would get paid?

**Lauren:**
In the by-laws it states that they will be paid on a honourarium decided on by council.

**Sarah:**
Are we going to have a motion for the back pay or no?

**Fahd:**
No, we will just submit it and have them paid

**Julia Parsons:**
How many chairs are there from last year that will need to be paid?

**Lauren:**
Honestly, I am not sure, but it is recorded in the minutes.

**Chair:**
There were not many active committees last year, so the back pay will not cost a lot.

**Sarah:**
The only committees that were struck were the ones in the by-laws.
Ruth:
How is the 15 dollar amount determined? And does council feel comfortable with this amount given the amount of work these student will do?

Lauren:
I chose 15 dollars since it is financially responsible, and it reflects the amount of work these students put in.

Vote:
For: 21
Against: 3
Abstain: 2

Motion passes

d. Motion RE: Council Should Decide On An Appeal

PRESENTATION SUMMARY

WHEREAS on May 27, 2016, the Superior Court of Ontario ruled to reinstate Ashley Courchene as the Vice President Student Services at Carleton University Students’ Association (CUSA) for the 2016/2017 term, and;

WHEREAS the fees associated with the lawsuit exceed the 28,000$ set aside in the 2015-2016 CUSA Budget for legal and administrative fees (see comments made by Fahd Alhattab to the Charlatan on May 26th, 2016 referencing $40,000), and;

WHEREAS the fees associated with an appeal in this case would likely exceed funds historically budgeted for legal and administrative purposes.

WHEREAS an appeal would likely burden CUSA with the costs of all parties regardless of the outcome, and;

WHEREAS any further legal action in this matter should be decided by members of council as the legislative body for the Association and by members of council as members of the Corporation.

INFORMATION TRANSFER

BE IT RESOLVED THAT CUSA the association and/or CUSA Inc only pursue an appeal in this issue if a 2/3rds majority of council decide it is in the best
interests of students and in line with our values as outlined in the constitution.

MOVED: Ruth Lau MacDonald SECONDER: Austin De Ste-Croix

**Ruth:**
There have been concerns raised as to whether or not this is something that can be put to rest or if it is something that will move forward into the year ahead. I think that any decision in this matter will affect council. We paid a substantial amount of money to have someone represent us in court, and I think that it was really important, but as far as participating in a court case we were fairly passive, and so moving forward we should get the approval of council because we act on behalf of our constituents, and it is their money at the end of the day.

**Fahd:**
The CUSA executives decided that we will not be appealing, and we will be going forward with that. With that being said, I strongly recommend everyone to read, and reread the decision because it actually has implications, notwithstanding who is the VPSS, on CUSA. Several things regarding the constitutional boards jurisdiction was put up to question, which opens up to CUSA elections going to court every year, and another $50,000 every year. If we do not make the necessary changes, additionally, the judge very cleverly says that CUSA the association, and CUSA, Inc. are the same, but then says notwithstanding this, and goes on, in an attempt to keep it separate from the rest of the issues. We've discussed that specific issue with three different lawyers now, and the case law around simply is that that part of the ruling was incorrect, so a lot of the discussions regarding appeal was around the appeal of that to ensure that there is no court case out there that misrepresents what CUSA actually is. That being said, it is far too expensive of an option to go through with, and I do urge council that when some policies are being looked at and by-laws are being reviewed, that we ensure the adjustments are made so that we are not in a situation where this happens again. Having these matters go to court costs far too much money.

**Ruth:**
I would like to withdraw the motion.

15. **Other Business:**

16. **Adjournment:**
   Moved: Julia seconded: Sarah
Motion passes

Meeting adjourned @8:29pm
## CUSA Council Meeting Attendance
### July 13, 2016 @ 6:00 pm

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<thead>
<tr>
<th>Position</th>
<th>Councillor</th>
<th>Proxy (print name)</th>
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<tr>
<td><strong>President</strong></td>
<td>Fahd Alhattab</td>
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<td>Vice President Finance</td>
<td>David Andrews</td>
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<td>Zameer Masjedee</td>
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<td><strong>Engineering and Design</strong></td>
<td>Julia Dalphy</td>
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<td>Sarah Garlough</td>
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<td>Yannick Brisebois</td>
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<td>Ryan Herbrand</td>
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<td><strong>Business</strong></td>
<td>Victoria Lalande</td>
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<td>Jennie Rankin</td>
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<td><strong>Public Affairs</strong></td>
<td>Justin Bergamini</td>
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<td>Maria Laura Cordoba</td>
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<td>Cody Nicoll</td>
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<td>Abrar Rahman</td>
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<td><strong>PAPM</strong></td>
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<td><strong>Science</strong></td>
<td>Isabella Boushey</td>
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<td>Austin De Ste-Croix</td>
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<td><strong>Journalism</strong></td>
<td>Mona Mahmoud</td>
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<td>Ruth Lau-MacDonald</td>
<td>Sofia Kourtsidis</td>
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<td><strong>Computer Science</strong></td>
<td>Nima Dadar</td>
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<td><strong>Special Student</strong></td>
<td>John Davids</td>
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<td><strong>GSA</strong></td>
<td>Debbie Owusu-Akyeeah</td>
<td>Austin Pellizzer</td>
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<td><strong>RRRA</strong></td>
<td>Daniel Pollak</td>
<td>Hyder Naqvi</td>
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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice President’s Reports
   a. VP Finance
   b. VP Internal Affairs
   c. VP Student Issues
   d. VP Student Services
   e. VP Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Financial Review Committee
   b. Constitutional and Policy Review Committee
   c. Executive Compensation Committee
13. Items for information
14. Question Period
15. Other Business
   a. Motion to Adopt the Recommendation of the Executive Compensation Committee
   b. Motion to Amend Clubs and Societies Bylaw
16. Adjournment
CUSA Council Minutes
3rd CUSA Council Meeting 2016-2017
July 13, 2016
Dunton Tower, Room 2017 @ 6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:13 pm

1. **Announcements and Correspondence:**
   **GSA:**
   The GSA would like to announce the student advocacy. The GSA is working really hard to prioritize the student advocacy component of the mandate. The GSA president and the VP Academic will begin creation of the policy on student advocacy in the drop-in hours of the students in need of academic support. The GSA’s goal this year is to prioritize the student parents through issues such as childcare on campus. The GSA is proud to announce that along side many student associations across Ottawa, we will be taking part in Capital Pride this year. Welcome week – we have recently reached out to the Centre for Aboriginal Culture and education about having a keynote speaker for our welcome week. We want to highlight the work of decolonization on campus with the new undergraduate students that are coming in. Homecoming – the GSA will be officially tabling at the homecoming football game this September.

2. **Approval of the Agenda:**
   MOVED: David Andrews SECONDER: Nima Dadar
   Motion passes

3. **Approval of Past Minutes**
   MOVED: Ash Courchene SECONDER: David Andrews
   Motion passes

4. **President’s Report:**
   **Ongoing Projects:**
   - Revitalizing Hatch – Agreement and space
   - Fall Orientation – Concert, Activities, CUSA Street team, Mont Cascade
   - BECAMPS – Revitalization of space – multi purpose
   - DNA Partnership – Looking into fall events with Homecoming
   - Student Union Building - working closely with university, phase 2
Improving Business Operations with David and Rod
Sarkany Group Consultations – price elasticity, loyalty programs,
Policy and Governance overview
Service Manager Hiring

Past Month:
- Budget with VPF, looking at efficiencies area for savings and increased revenues at Businesses
- Working closer with RedZone and Athletics to increase CUSA reach
- Meeting with Residence building better collaboration including programming
In the Office:
- Changes to Clubs co-workings space layout to accommodate for increased staff
- Fixing up internal board room to make it more appealable as a bookable space

The Month Ahead:
- Working with VPF re: New business items
- Completing the Budget with strong business initiatives
- Looking into Student Housing initiatives
- Working closely with Legal Analyst
If you have any questions, please do not hesitate to contact me:
pres@cusaonline.ca,
Tel: 613 520 2600 ext 1603

5. Vice President Reports:
a. Vice President Finance
   Ongoing Projects:
   - Completing open budget consultations – Thursday (14th) & Friday (15th)
   - Budget consultations with councillors July 18th-22nd
   - Review of off-campus levies
   - Finalizing all budget lines

   In the Office:
   - Hiring Process for Womyn’s Centre
   - Discussions with Sarkany consultants over business strategies
   - Coke contract meeting with Ed Kane

   This Month:
   - Finalizing the master budget
   - Levy group research
   - Research different auditor companies
If you have any questions, please do not hesitate to contact me:
vpf@cusaonline.ca,
Tel: 613 520 2600 ext 1604
b. Vice President Internal Affairs

Ongoing Projects:
- Clubs Handbook, creation and printing
- CUSA Hub Promotion Strategy – of you haven’t already, make sure you log on!
- Clubs Office, Shawn Humphrey is our new commissioner.

In the Office
- Getting more bookable items for clubs
- Legal policy analyst, hire and orientation.
- One Young World Summit Application Committee
- Need a councillor next Monday/Tuesday for Service Centre Manager Interviews. Let me know

This Month:
- SIF closes soon, watch out if you are on that committee for an email shortly.

c. Vice President of Student Issues

Past Month
1. International Student Orientation
   a. Interviews for Blog
   b. Brochure
2. SAAW
   a. Cloth line Project
   b. Social Media Campaign
   c. Resource Fair
   d. Workshops
   e. Speakers
   f. Student Engagement
3. Pop the Stigma
   a. Pop Roulette
   b. Balloon Project
   c. Panda Game
   d. Resource Fair
   e. Workshops
   f. Speakers
   g. Social Media Campaign
   h. Student Engagement
   i. Planning meetings
4. Thrive week participation discussions
   a. Defining Volunteer Roles that build and develop students.
5. Mental Health Policy
6. Add a Dollar
a. $213 for Shinerama
b. Relaunch in August

Upcoming
Finalize Campaign Details.
Define CUSA’s role in International Student Orientation / Make a plan.

d. Vice President Student Services

This Month:
- Worked on creating a framework for standardized training for all Service Centre Coordinators. This will ensure each service centre becomes a safer space for students and coordinators have the proper training to address any issues as they arise.

- Started talks with GSA regarding a women’s only gymnasium hour. Not to be confused with a gym hour, but going to come up with a plan to have a safer space for women to exercise.

- Hiring of Service Centre coordinators for the Aboriginal Service Centre, Health and Wellness Resource Centre, Womyn’s Centre. The posting went up for CDAC, so inform your constituents of the job postings available.

Upcoming

- Ottawa Pride: August 21. The GSRC and CUSA will be in the parade; come join us. If you want a tie-die shirt, please email gsrc@cusaonline.ca to give the coordinators your T-Shirt size.

- Our CUSA Town Hall: BECAMPS’ New Vision event happening tomorrow at 5:30pm in the REC Hall. We will discuss the plan for the BECAMPS space, so all are welcome.

- Announce Scott Needham’s passing
  Funeral service tomorrow at Beachwood cemetery from 2-4pm.
  Go Fund Me page to help with funeral costs:

e. Vice President Student Life

Ongoing Projects:
- Booking artists and events for the year
- Researching options for a Fall concert
- Creating survey to get information from students for various programming and operational initiatives
- Finalizing Frosh activities with OCs
- Implementing CUSA Hub w/ Lauren
• Working with University admin and City of Ottawa to try to make tailgating happen
• Currently Pokémon Hunting in Spain. Proud member of Team Red, but we seem to be quite outnumbered here. Hoping to be Gym Master of the Madrid Palace by the time I end my quest. Looking to make you all proud.

Upcoming:
• Student Union Development Summit - Going to be learning lots from various executives across the country and hopefully stealing all their successful ideas

Taking all questions and suggestions at vpsl@cusaonline.ca or 613-520-2600 x 1606

6. RRRA Report:
   Working on frosh giveaways during orientation week. Looking at refreshing spaces to increase traffic. Partnering with aboriginal services centre to collaborate with upcoming programs.

7. GSA Report:
   No report.

8. CASG Report:
   No report.

9. Senate Report:
   Senate has not yet met.

10. Board of Governors Report:
    David Andrews:
    First – presentation on development of our master plan, mostly on infrastructure to make it a safe space and sustainable environment in its infrastructure, such as adding more lighting to dimly light spaces, etc. The North side of campus is being developed into more parking lots, and with the growing population, they have decided to make more vertical parking lots in order to conserve space. Discussed plans for KPI, basically 4 basic things, the first being teaching excellence: long term, they wanted 5 new programs and 5 new summer institutes, as you can see the results from May, with two years left in the agenda we have already integrated 5
new summer institutes and 14 new programs. Our overall growth for first year undergrads has gone up every single year. We were 0.3% shy this year, but for universities across the board enrolment is going down because of demographics. Other than that, Masters and PhD we went suddenly under in recruitment. There was a huge increase in International students, thanks to recruitment efforts. Our research excellence – our goal was to be top 3 in the country, currently we are 5th, so that is still in progress with two years to go. In terms of student centres – overall student satisfaction is done through surveys on campus, and currently we are in the top half for student satisfaction across the country, and unfortunately we are in the bottom half for undergraduate students, so hopefully with more surveys on campus we can better identify the needs of students on campus to improve that score. Organizational excellence was fairly good. Students and staff reporting over 7.5 satisfaction with 79% for staff and 92% for students. We have also had higher engagement by 7% on employee engagement surveys through HR and the staff here on campus. Other than that, we have raised 200 million of the 300 million that we’d hoped so far, for the university, and we have 2 more years to go.

Fahd:
In regards to the 200 million of the 300 million dollars that has been raised – it has been raised in a very calculated way, in so that it has been raised for certain areas of the university. For example, Future Funder is our website that helps to collect donations for very specific projects on campus, so its not just a 200 million dollar pocket that the university is sitting on, its actually allocated to specific areas.

11. Constituency Report:

12. Committee Reports:
   a. Financial Review Committee
      No new information
   
   b. Constitutional and Policy Review Committee
      We have met twice since last meeting. There will be a formal report next council meeting. If anyone is interested in joining, we have a Facebook group, which I believe is called the Constitutional and Policy Review Committee, which you guys can join.
   
   c. Executive Compensation Committee
      See power point presentation that is attached to the minutes.

13. Items for Information:
    N/A

14. Question Period:
Charissa:
In terms of the C&S commissioner hires, what was the process?

Fahd:
In our collective agreement, if we close a job, we owe them a position. So since Shawn worked at BECAMPS and we removed it from our collective agreement, so he was promised a new position, and at the same time, our C&S commissioner stepped down.

Charissa:
For VPSS, for hiring of services centres, could a list of coordinators be sent out of said now?

Ash:
Sure I will tell them to you now,
HWRC: Mona Mahmoud
Womyn's Center: Syndey Schnider
GSRC: Sam Richardson
ASC: Tess Laude

15. Other Business:
a. Motion to Adopt the Recommendations of the Executive Compensation Committee

PRESENTATION SUMMARY:

WHEREAS the Executive Compensation Committee was struck in the June Association meeting, and has convened since.

WHEREAS it is the task of the committee to undertake a thorough review of Executive Compensation, and they have presented their findings this evening.

INFORMATION TRANSFER:

BE IT RESOLVED THAT the recommendation of the Executive Compensation Committee are adopted and accepted by Council.

MOVED: Kevin Mason SECONDED: Victoria Lalande

Kevin:
We have a real opportunity today to put to rest a long debated issue here at Carleton.
Questions:
Ash:
Question for anyone on the board. Can you explain the 4%, and the double
dipping when it comes to vacation?

Kevin:
So each paycheck, each exec is given the 4% attached. So if they go on
vacation, they still get payed the 4% even though they are still getting it now.
So what we are recommending, is that each pay check, the 4% is accrued, or
they get the 4% at the end of the year. So the executives can decide whether
or not they want to take a vacation, or get the 4%.

Lauren:
You have to claim it at the end.

Rod:
This is based off the Employment Standards Act where of Ontario, where
there are two different things. There is vacation pay, which is 4% of gross
pay, and there is vacation time, which is 2 weeks and is considered unpaid.
What has happened though is that executives have taken paid time off, paid
vacation, while still accruing the 4%. So the idea here is that they would still
get 2 weeks vacation time, but it would be unpaid and the 4% accrued
vacation pay over the year, would cover that cost. This is what is legally
mandated under the Employment Standards Act of Ontario.

Julia Parsons:
In your research on the double dipping, is this just assumed that everyone
double dips? Or have you actually checked who doubled dipped in the past
and how many times?

Taylor Neely (Austin De Ste Croix’s Proxy): So we can’t actually answer that
last question. We didn’t look at a full list of people who did double dip but
the current time there is potential for it to happen.

Julia Parsons:
So how can you ensure that the $4,200 will be saved if you don’t know if
everyone did double dip.

Kevin (Justin Bergamini’s Proxy):
That is tied into CPI as well. So if an exec does decide to take vacation, we will be saving money.

**Charissa:**
Why didn’t the committee mention anything about tuition credits?

**Victoria:**
What we found is that the exec’s are still students, and they ran knowing that they would get 2.5 credits, and it would be unfair for them to not get any credits for their time.

**Charissa:**
In the bylaws is says that the exec’s will get a minimum of 1 tuition credit, did you guys take into consideration the minimum considering that the precedent is now 2.5?

**Victoria:**
Unfortunately there was not a consensus on that issue.

**Julia Parsons:**
What was the level of consensus during this? And with those who dissented, what was their opinion?

**Fahd:**
Point of privilege. No names should be mentioned based on confidentiality, numbers can be mentioned, but no names.

**Chair:**
I agree.

**Nima:**
There was overwhelming consensus on everything.

**Victoria:**
Everything in the report was fully agreed on.

**Julia Dalphy:**
What is everything that the execs get at the current time?

**Kevin (Justin Bergamini’s Proxy):**
We determine that things such as health care and parking were reasonable things to still give the execs
Julia Dalphy:
Are they the only two things that were not mentioned?

Kevin (Justin Bergamini’s Proxy):
Yes, and they were mentioned briefly.

Taryn (Hajer Furat’s Proxy):
Point of clarification, its either you get a parking pass or you get a u-pass, so its one or the other.

Jessica:
If it happens that this is adopted, does anyone have the exact number of what each executive gets in compensation after the $4,000 approximately will be saved?

Kevin (Justin Bergamini’s Proxy):
Its $711.36 off each executives pay.

Rod:
Its actually impossible to know what that amount is today because we do not know what their tuition will be until September or what classes they are enrolled.

Charissa:
In the section about freezing salaries and tying to CPI, there is a reference to bylaw 3.1 in terms of “this will require a council vote to apply by-law 3.1 to change salaries”, and I am just wondering, cause looking through the bylaws it says that bylaw 3 is constitutional board so I was just wondering what bylaw 3.1 was.

Rod:
In the absence of a vote, the CPI adjustment would automatically be applied. So we require council to override that bylaw in order to freeze salaries. The bylaw is written to automatically apply CPI.

Lily:
So if an exec doesn’t use the 2.5 credits during the year, what happens even if they are still students the next year without being execs? Do they get to keep them for the next year?

Kevin (Justin Bergamini’s Proxy):
They will not keep the credits.
Lauren:
Our student balance is paid off by up to 2.5 credits. So since I am only taking 2 credits this year I will not receive the .5 next year. There is no credit applied to our account, it is only that our balance is reduced.

Debate:
No debate

Vote:
In favour: 19
Against: 0
Abstain: 2

Motion passes

b. Motion to Amend Clubs and Societies Bylaws

PRESENTATION SUMMARY:

WHEREAS Clubs and Societies are a vital component of Carleton University Student Association. CUSA Clubs and Societies office aims to be of assistance and support each group through various means such as through CUSA Clubs and Societies funding.

WHEREAS all students and groups could benefit from a clearer understanding of the policies in which the Clubs and Societies office enforce regarding accreditation and funding.

WHEREAS currently there is some uncertainty and lack of details in the Clubs and Societies bylaws and that they could use some slight adjustments.

WHEREAS providing clearer guidelines for accreditation and funding procedures will help Club and Society executives understanding and allow for the Club and Society commissioners to be more transparent and clear regarding Clubs and Societies policy.

INFORMATION TRANSFER:

BE IT RESOLVED THAT the Clubs and Societies Bylaws shall be amended to the following;

BYLAW IX
1.2 b. All Clubs and Societies shall be open to all fee-paying members of the Association with the exception of Competitive Clubs.

5.2 f) A Club or Society fails to submit all receipts from each term in electronic form. A Club or Society that has received funding from CUSA fails to submit a ledger in electronic form that includes all receipts for the term/s in which funding was granted.

6.4 All Clubs and Societies are required to open and maintain an active on-campus Scotia Bank account if they intend on receiving funding from CUSA.

BYLAW X

2.1 bf) Clubs and Societies can only apply for funding once a year (with the exclusion of summer funding)

9.1 Under the discretion of the C&S fund committee the following items can be funded: advertising, equipment rentals, guest speakers, food, refreshments, supplies, venue, and other miscellaneous funds if deemed appropriate by the committee.

9.2 All travel expenses will not be funded by the committee, and groups will be encouraged to apply for the CUSA Student Initiative Fund for expenses related to travelling.

9.3 The C&S Fund will regard advantageous those applications with the following aspects

d) The application must be clear on how the funds will be used.

e) Those who pursue additional means of revenue and sponsorship.

f) Those who are active throughout the entire funding period.

MOVED: Taryn Ashdown  SECONDED: Lauren Konarowski

Taryn (Hajer Furat’s Proxy):
Basically this came about because of a few issues in the office that reoccur, and so clarifying the language will help
1. Confusion regarding clubs and societies funding and the student initiative funding in regards to travel
2. You could only apply once a year for funding – some clubs only applied in the fall and not in the summer.
3. Removing apparel since it is not something that we think CUSA should be funding.

We also included guidelines to clubs and societies in order to help them be more successful.

**Questions:**

**Isabella:**
Is this excluding competitive clubs?

**Lauren:**
Competitive clubs are excluded for travel and apparel since they have their own funding through athletics. But CUSA does help to fund them to a certain degree.

**Isabella:**
When competitive clubs submit their report, would they include travel and apparel?

**Lauren:**
Yes because to them it all comes in as one and they need to show how they spent the CUSA money.

**Taryn (Hajer Furat’s Proxy):**
And the ledger goes to both athletics and as well as the clubs office. So one thing that we are working really hard to do is to make clubs and societies executives not have to fill out repetitive paper work through having the registration on CUSA hub. That will become much easier than in recent years because there will be less questions for clubs and societies to have to fill out.

**Julia Parsons:**
I have an issue with the travel expense, because I don’t think all travel is what you think it is, but I do think that it is important to exclude those who are travelling to a convention because that is covered by SIF. What about clubs such as the one where I am an exec in since we are travelling to Scarborough Rouge River to participate in the by election that is coming up, but this does not really fall under SIF. How can people who are looking to travel, but can’t really apply for SIF, still get that funding and be honest on their documents that they submit to you?

**Taryn (Hajer Furat’s Proxy):**
That is a really unique situation, that we haven’t necessarily thought of. Right now there is clubs and society that is travelling (The Rover Project), but we are basically sponsoring them, so the money that they have asked for is
actually being allocated to help them with their travelling cost, so that is how we worked around that. But essentially, what we are trying to avoid is applying to SIF and CUSA for the same conference, because that is double dipping.

Julia Parsons:
Would you be open to a friendly amendment to include special circumstances?

Taryn (Hajer Furat’s Proxy):
Well basically, your registration fees would go to covering that, and CUSA would help to pay for other things.

Oliver:
If a competitive club goes to an event, when they submit their ledger do they get paid through athletics?

Taryn (Hajer Furat’s Proxy):
Only if they are accredited through athletics

Sophie:
Section 5.2, could you clarify?

Taryn (Hajer Furat’s Proxy):
If a club applies for funding and they are successful, at the end of the term (September – April), they have to submit an electronic version of their ledger showing how they spent their money.

Lauren:
That is part of another section that says why the club will be discredited if they fail to submit their ledger.

Julia Dalphy:
Can clubs apply to SIF or is it only for individuals?

Lauren:
You have to be an individual, but you could apply as an individual belonging to a club.

Julia Dalphy:
For travel, I think the stipulation is funding that other clubs have, so for Eng, there are many competitive teams that are not part of athletics, other funding sources won’t pay for travel, and for that reason, these clubs rely on
that funding. So I don’t think that all clubs can use their registration money to subsidize travel.

Lauren:
So everyone that is apart of the club would have to send in an application to SIF. We are just trying to draw some lines because we need to prevent the situation where some groups will double dip.

Taryn (Hajer Furat’s Proxy):
Travel is something that is really hard to track for financial liability within ledgers. After reviewing some ledgers this summer I realized that it becomes very difficult to have all of that information present.

Oliver:
If you are removing funding for travel and putting it into other club events, it seems to me that the issue is that if all students have to apply for SIF individually, not everyone will be successful. By moving the funds from travel, you are helping other clubs but you are hurting other clubs whose primary purpose is to travel to certain events.

Taryn (Hajer Furat’s Proxy):
If a society is giving me 100 dollars to travel to an event, and I apply to SIF and get 500, I have 600 dollars, but with CUSA you would have only received 100. There is still ways for students to get money for travel. The Student activity fund is another thing that will pay for travel.

Oliver:
What I really mean is that, is everyone prepared for the immense rise in application to SIF for travel funding?

Taryn (Hajer Furat’s Proxy):
I am not personally able to speak on that issue. I am speaking solely on behalf of the clubs and societies commissioner, and for us, what is advantageous is promoting clubs on campus. That would be more of a question for David.

Motion to extend questions:

Mover: Jessica SECONDER: Julia Parsons

Motion passes

Lily:
With regards to what Oliver is saying, travel is big for some clubs, so is it possible for CUSA to place a restricted amount of money that can be given to clubs for travel funding? Then they can apply to SIF?

Lauren:
The only issue that I see with that is that there is a summer session for SIF, and at that point we haven’t given out fall funding.

Taryn (Hajer Furat’s Proxy):
If we give a society 100 dollars for travel, and an individual applies to SIF, do we deny the student because we already gave money to the club even though its only 100 dollars to prevent double dipping?

Fahd:
Do you currently have a figure around how much money clubs and societies spend on travel?

Taryn (Hajer Furat’s Proxy):
I do not.

Fahd:
Since there are specific clubs that use the travel fund, I do not believe out of the c&s that do travel, that it is a large amount of money.

Lauren:
They aren’t draining the funds by any means, but we are looking at really drawing some lines to clarify things for people who are applying to funding.

Fahd:
Would you be willing to revisit that line? For Lily, clubs and societies used to have limits on what they could spend, and where they could spend it. We moved away from that cause we felt as though we were policing them, when they really know what they should be spending the money on best. Furthermore, they were being dishonest with how much money they were using.

Taryn (Hajer Furat’s Proxy):
We do have a lot of amendments that we would like to bring up. Also, it seems like an odd time to bring up these bylaws, but we are working on a clubs guide that will be published soon, so before this guide goes out, we want to make sure they have the correct language.

Julia Parsons:
I think we need some numbers here in order to make some decision on this, because we do not know how much money SIF has. Also, there are many clubs that do not have registration fees anymore so how will they pay for things.

David:
Right now, the budget is in draft phase so that is why we are having an open discussion about this. SIF was at $28,000 last year and is being increased to $30,000 this year.

Sophie:
I am in a club and I have never heard of SIF, so if CUSA cuts out travel how will you facilitate informing clubs about this other funding that is available?

Taryn (Hajer Furat’s Proxy):
We actually sent out an email to all clubs and societies with the alternative methods of receiving funding. Also in the fall we do a Clubs and Societies professional development conference to talk about the different initiatives on campus regarding funding. We have talked about quite a few clubs and societies on travel, and they really are the exception to the rules since they are the ones who always need funding. This year, say world vision gets the 200 dollar start-up fund from CUSA and they need to go to Montreal for an event and they use the 200 dollars for travelling budget, but a student applies to SIF, do we reject them because their club already got travel money?

Lauren:
So this motion is creating boundaries to address issues such as this.

Lily:
Have clubs been discredited in the past for not submitting ledgers?

Taryn:
For summer funding, there were some clubs that did not give their ledger, so we held their hand and gave them some time to hand it in. For the fall, yes we will be taking that seriously.

Isabella:
If a club still has money from the previous year, and they get further funding from CUSA, how do we know what that extra money will be spent on?

Taryn (Hajer Furat’s Proxy):
We basically award the money based on what we see on your budget.
Isabella:
I feel like it has a lot to do with trust.

Taryn (Hajer Furat’s Proxy):
That’s because it does. In a perfect world, the events that clubs apply for money for would be used on those events, and not elsewhere.

Lauren:
Students maintain our clubs office, a lot of other schools have full time staff, so in a perfect world, we would love to have a flawless system, but it is not doable.

Julia Parsons:
Do the clubs spend all the money that they receive for funding?

Taryn (Hajer Furat’s Proxy):
They usually get the money before it is spent.

Fahd:
Yes that is true.

Julia Parsons:
So there is no stipulation that you have to spend the money in order to get the money?

Lauren:
That is actually true with the current model that we have.

Fahd:
A lot of other schools do it that way. So anything that you spend is reimbursed when you present a receipt. If we did that there would be a lot of people upset.

Debate:

Motion to amend motion to include revised bylaws
Moved: Lauren Seconded: taryn

Lauren:
This is the work that the legal policy analyst did for us with the motion. These are things that were not added when the bylaws where made. They are mostly amendments that are for spelling but I will go through them all. *Goes through spelling and grammar corrections of the Clubs and Societies Bylaws that are being changed.*
Questions:
None

Debate:
None

Vote:
In favour: 21
Against: 0
Abstain: 0

Amendment passes

Motion to amend section 9.2
Moved: Julia Parsons Seconded: Julia Dalphy

Julia Parsons:
This seems to be the main issue with the motion. I 100% agree that if you are applying to SIF, you should not be able to double dip, but for some of the situations discussed in this room, like with my club, we do not qualify for SIF, and if CUSA doesn’t fund us, there will be an issue for us. This adds a layer of discretion to the issue.

Questions:
None

Debate:
Oliver:
I think that the motion that Taryn and Lauren put forward is in the spirit of clarifying language, I think this is very ambiguous. I think that there are a lot of ways to look at this. Since we do not have the numbers on this, I think that it would be cautionary to wait on this specific point to make sure that these bylaws will benefit everyone involved.

Vote:
In favour: 15
Against: 1
Abstain: 4

Amendment passes (marked in red)
9.2 Except in special circumstances deemed appropriate by the C&S Fund Committee, all travel expenses will not be funded by the committee, and groups will be encouraged to apply for the CUSA Student Initiative Fund for expenses related to travelling.

Julia Dalphy:  
I would say that towards everyone, I know this is refinement, and it’s a good starting point, but there is a lot of value toward what Oliver said. This is a temporary fix, so there is a bigger system that needs to be addressed. It adds some structure but it is still a little vague. It should not be a final version, but I think that this motion should pass today, but it needs to be made better.

Taryn (Hajer Furat’s Proxy):  
There are a lot of valuable things that have been said, but there is the clubs and societies committee that did not meet at all last year, but it would be very beneficial in a situation like this.

Julia Parsons:  
I completely agree that this is not a complete fix, but it needs to be looked at further so that the funding can look at what travel they can cover and what they cant.

Vote on Accepting amendments and motion
In favour: 19
Against: 0
Abstain: 3

Motion passes

16. Adjournment:  
Moved: Taryn Seconded: Ash

Motion passes

Meeting adjourned @ 8:05pm
CUSA COUNCIL MEETING MINUTES
July 25, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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AGENDA

1. Approval of the Agenda
2. Other Business
   a. Motion to Adopt the Operating Budget for the 2016-2017 Academic year
3. Adjournment
CUSA Council Minutes
4th CUSA Council Meeting 2016-2017
July 25, 2016
Dunton Tower, Room 2017 @6:00 pm

Clerk: Brandon Burrill

Chair: Shawn Humphrey

Meeting called to order @ 6:17pm

1. **Approval of the Agenda:**
   
   MOVED: Mona Mahmoud  
   Seconder: Isabella Boushey
   
   Motion passes

2. **Other Business:**
   
   a. **Motion to Adopt the Operating Budget for the 2016-2017 Academic year**

   **PRESENTATION SUMMARY:**

   WHEREAS under CUSA bylaws IV 4.1 a states that the Vice President Finance is responsible to present to Students’ council a budget detailing the appropriation of the Association’s monies, no later than August first.

   **INFORMATION TRANSFER:**

   Be it resolved that CUSA council adopt the 2016-2017 operating budget.

   MOVED: David Andrews  
   SECONDED: Fahd Alhattab

   David:
   This report includes:
   
   ● Revenue:
     - Projecting higher uni centre student fee
     - Scholarship fund now shows exactly how much we get and how much will be going out as opposed to previous years
     - Interest rates are now higher for CUSA’s investments, so income will be higher
     - Other income – $30,000 from ckcu. Resettled Coke contract and are projecting $22,848
**Question:**
- **Ruth:** on service centres, we see revenue, so how come it’s separated from the rest of the general revenue?
- **David:** The reason why the revenue from service centres is not on here is because there is not consistent with last years, also, it helps with taxes.

  - **Administration:**
    - Professional and legal fees have been changed because of the election and the GSA.
    - Other reasons are for rent costs, because it goes up by 3% this year, and salaries are adjusted for CPI.

  - **Front Desk:**
    - Miscellaneous revenue is from ticket sales for CUSA events.

  - **Spot:**
    - Nothing changed

  - **Business Manager:**
    - Slight difference in professional development conference, our business manager, Rod, was sent out for professional development training.

  - **Oliver’s:**
    - Projecting higher revenue overall from last year.
    - Last year was not a good year for Oliver’s, big discrepancies in budgets.
    - To explain this, it was just basic industry standards
    - 3 reasons why this will change: more events at Oliver’s, better marketing strategy for each CUSA business, more research into business effects such as elasticity of demand and price through independent consultants.

  - **Roosters:**
    - Since reno, they have set record revenue every year
    - New marketing strategy
    - Independent consultants have looked at increasing new markets through new products

**Question:**
- **Ruth:** With Oliver’s there was an over spending on food, but less revenue, but you said that if we were spending more on food it means we were selling more, so did you cut food costs?
David: Food costs will go up this year since industry standards are increasing as well, but there will not be an increase in prices. Although food expenses go up, it does not mean that expenses go up, but in this case that was what happened.

Uni convenience store:
- Revenue is projected to be higher this year.
- Looking for ways to increase revenue since the Ontario government removed certain products from stores.
- Looking to renovate and bring it up in the future
- Getting a lot of advice from student unions across the country

Haven’s
- Projected revenue may be lower than last year but higher than actual.
- New deal from August 15th to Sept 1st, there will be a 5% discount on all books

President:
- Everything the same except the revenue under the executive lines.
- Even though executives can bring in revenue, it doesn’t say which executives did bring revenue in, so we are looking at lowering the budgeted revenue for this year

VP Finance:
- The only thing that is different is the sponsorship since I am receiving training
- On all VP budgets, office supplies has been cut
- Salaries are also frozen and have a slight decrease
- Transition pay is when the outgoing executives train the new executives, this year, we did it more efficiently

**Question:**

Julia Dalphy: Isn’t it part of your job to transition the new executives rather than getting paid double?

David: The reason for that is for consistency, because some new executives might not need as much as others so the old executive that is doing the training won’t get paid as much.

Justin: The transition pay is also because the executives will get paid for working a little over a year.
Lauren: When the old executives do the training they are no longer technically employed as an executive so they get paid for the time that they give.
Fahd: also, it is not guaranteed that the old execs will be needed, so we don’t have to pay them.
Julia Parsons: Fahd didn’t take any transition pay right?
David: No he did not.
Justin: By forfeiting CPI increase and removing the cell phone benefit how much did you save students?
David: $4216

Hatch:
- Significant difference this year
- Every 2 dollar we spend on hatch, they give us 1 dollar.
- The only cut to hatch was in terms of rent since it moved to St. Pats saving $9,000 dollars

VPSS:
- VPSS manager is the difference between the CFO and CEO, they are used to help calculate budgets, which is something that we have not done for service centres before.

Aboriginal Centre:
- Budgeted mirrors the actuals.
- Only difference is that last year there was the aboriginal awareness week, which spent 0 dollars last year, the reason for this is because it is put into the ‘projects’ line. This year they are separated.

BECAMPS:
- This year we took the services that BECAMPS offers to students and moved it to the student services centre creating the Bill Ellis centre
- Rent remains because we would like to keep the room for other activities since it is hard to rent out the room after losing it.

Questions:
Ruth: Why did you choose the Bill Ellis centre over other centres?
Fahd: We saw that BECAMPS was having some of the least foot traffic through the doors even though their
space was very large. So we had the goal of making it a multipurpose space for students.

- **David:** On top of moving the programming to health and wellness we are also offering 2 more scholarships.

- **Ruth:** You are asking the students to approve this, but how come we weren’t given notice of this before this meeting?

- **David:** So we actually had a town hall on this and there we gave the idea and why things were happening, unfortunately we didn’t have the metrics at the time to give to the students, but the idea was approved.

- **Ruth:** There were only 3 people there.

- **Lauren:** So I think you are asking, why this wasn’t fully explained to students before it was brought up.

- **Ruth:** Yeah, why don’t we have the stats if there are metrics, and I know that it something that we are working on. But if we are hiring a Service Centre manager who is going to improve the collection of metrics, then why are we rushing to repurpose this space when we had a coordinator that was experienced. Looking at what was originally budgeted last year for projects, which was 4,300 dollars and now this year they are receiving 1,200 dollars for mature and part time students. So I am okay with cutting money when it is not being used, but you’re not showing how it is not being used.
David: So, many people see the money on the budget as a goal, when really it should be a tool. So, its how you use that tool, and when you’re giving the same services and the same projects to a demograph of people that fell under that service centre, then if that tool is being used effectively with the certain amount of money that it is being given then it is still benefiting the same students, and if not then it could even be potentially better.

Julia Dalphy: If this is a place for students to book a room, I would think that I was just rent that needed to be paid for, so I’m not sure what the rest of the money is from.

David: This is from the previous employees that we still needed to pay for their work.

Charissa: If BECAMPS programming is meant to be partially taken over by the HWRC, then why does the HWRC have a lower budget than they did last year when they are expected to deliver more programming?

David: One of the reasons is that our coordinator, Mona, actually worked there before and knew some ways to save some money, and she actually did all the budgeting for it if you want to get a further breakdown from it.

Disability Awareness Centre:
- Able to increase the revenues from last year because of consistent programming.
- Budgeting for slightly lower wages because of high turnover last year.

Food Centre:
- Only difference is revenue, other than rent and salaries, which are up 3%.

- **Foot Patrol:**
  - Equipment and gear is changing to a more practical outfit that is a little more inconspicuous

  - **Questions:**
    - **Julia Dalphy:** Why are training and staff appreciation on the same line?
    - **David:** So that is for food because they work 8 hour shifts. One way we are looking to reduce that is by putting it through our businesses.

- **GLBTQ Centre:**
  - **Questions:**
    - **Ruth:** I thought pride funding went to the pride week that was run by the GSRC with all the guest speakers that they had?
    - **David:** So the extra money that was spent last year was for the transport and hotels to Toronto for the participants.
    - **Fahd:** Pride week is in projects and is separate from this. This spending is specifically for travelling to the Toronto Pride.

- **Health and Wellness Centre:**
  - No major changes other than BECAMPS is now moved into here.

- **International Students Centre:**
  - Only major change is on office supplies, lots of extras from last year that will be recycled this year.
  - No major discrepancies.

- **REC Hall**
  - Identical to last year’s budget.
  - No capital asset purchases.

- **Womyn’s Centre:**
  - Actual revenue from last is the new budgeted for this year.
  - Spent extra on hiring coordinator.
VPI
- Only difference is revenue from Scotia Bank.

Council:
- Identical to last year except the grants and projects, which will increase by 2000 dollars.

Elections:
- So we are budgeting 10,000 dollars less since we are projecting for 1 referendum rather than 2.
  - Questions
    - **Ruth:** Is the by-election for the empty seat on council that will be held in the fall accounted for?
      - **Fahd:** That is not paid for through CUSA. It is done internally.

Clubs:
- This year we are able to increase the spending by 62,500 dollars because of the referendum from last year. This allowed us to look at different projects such as summer funding, which hasn’t run the last few years.

VPSI:
- Major changes in campaigns since last year there was no local talent that was brought in, but this year Alex is looking to bring in local talent that will be much cheaper.

VPSL:
- 10 lines added here for all the programming such as the football games, where tickets were sold as a non-profit, so the bottom line will be 0 since we sold tickets to fund what we were giving out to students.
- Extra events will help to bring in more revenue as well.

Building Operations:
- Nothing much different from last year.
- Just shows the maintenance of the CUSA spaces.

Entertainment productions
- This is the money spent on maintenance for speakers and entertainment equipment.
- The revenue is from renting out the equipment to others.

Communications:
- Not many changes in the bottom line.

Orientation:
This is now the elections office.

- **Questions**
  - **Julia Dalphy:** Does this have something to do with orientation or no?
  - **David:** So there are 4 stakeholders in orientation now so it is no longer needed, instead it will be used as an elections office since we do not want to give up the space.
  - **Ruth:** So its one office space that has two separated rent lines? So who is using it in the summer?
  - **David:** Right now we have not found a use for it.
  - **Fahd:** We are not getting rid of the space because in the winter it is used for elections, but for now it is used as storage since this is the first year were orientation will not be in that office.

  - **Automation:**
    - No changes from last year.

  - **Bottom-line**
    - Everything balances at 0.

**Questions:**

**Julia Dalphy:**
Since the orientation section doesn't have anything to do with orientation, is there anything in this budget that is given to orientation?

**David:**
So that is under projects for the VPSL, as well as under the communications line.

**Julia Parsons:**
It was really great to hear about the 5% initiative; can you expand a bit on if there is potential to grow this benefit if the revenue continues to go up?

**David:**
There is definitely opportunity for that in the future. Also we are thinking of taking an E-commerce aspect to havens to continue to grow the business in the future.

**Austin (Charissa’s Proxy):**
Is there a breakdown for each service centre and how can we get it?

**David:**
So those would be in the hands of the coordinators themselves but Ash can probably expand on that.

**Ash:**
Basically, I tell the coordinators to come up with a list of events they want to have in order to come up with a budget that is not set in stone.

**Ruth:**
For the wellness centre and Bill Ellis centre, there seems to be only 600 dollars for the Bill Ellis centre, and there was 4200 dollars cut for both centres even though it’s a really small space.

**David:**
One of the things that the students were asking for this year was more informational based, such as the pension plan or computer skills, so it allows us to be very cost effective. Also, they have already gone through with the Parrot Party, which was done through the BECAMPS area. So a bit of their project line was already accounted for.

**Ruth:**
What I am asking is, when you make a decision like this how do you think it will impact the students?

**Ash:**
This is a discussion that is still on going, and during the town hall, there was only 3 people and we are aware that it does not make a great sample size, but we kept having conversations with students through out the year. So we are looking to continue this discussion in order to help and better understand and serve the students. A lot of the times, the students are usually just looking for information, and with the scholarships that we will give them it will help a lot.

**Julia Parsons:**
Can you explain the surplus vs deficit?

**David:**
So each audit that you look at is from the previous year, so the audit that you looked at was for 2014/2015 and the audit that will be coming out for this year will be 2015/2016, so that’s not yet out, and it is representative of last year’s money spent and brought in. So this year, the audit is projected with the GSA settlement and the actuals for student fees and uni centre fees to be a major surplus, around $400,000 above. A lot of the money that is from the GSA settlement will not be put back into this year, since the GSA owed us money every single year, and so the money will replenish each one of the funds from the lawsuit. So the audit from 2015/2016 will contain a surplus from the year before.

**Motion to extend Questions:**

Motion passes

**Hung (Sarah Gorlough’s Proxy):**
International students Centre, does the gala bring in revenue for us or are we fronting a 24,000 dollar gala?

**David:**
So ticket revenue from the gala last year brought in 12,000 dollars.

**Justin:**
With the 5% discount for Haven, it’s a good idea, but often, the prof doesn’t say which books you will need. Could CUSA make a joint statement to get the administration to push out the syllabi a little earlier?

**Alex:**
Yes I will try to get that done by having a talk with the administration about it.

**Debate:**

**Ruth:**
I would like to hear from other council members about making a decision on cutting costs to service centres when we do not know the metrics yet on the usage of the centre. It seems we are just shifting a burden on other spaces in order to cut costs. So only giving 600 dollars in programing to the members seem unfair. If nothing else, I hope that other people will consider that, and how impactful it will be for the members.

**Justin:**
At the end of the day, part time students and mature students are students nonetheless and they can access other services that will be much appreciated to them. By being able to repurpose this room, it will allow for us to provide more services.
David:
So different service centres are going to be able to take those project lines to help out with some of the old BECAMPS services, it isn’t all just going to health and wellness.

Lauren:
I like the way that Justin put it; these students have access to a ton of other services as well. And I think that it is a misunderstanding to say that there is not a plan for this since other service centres will be able to take up the BECAMPS projects. So just like David said, the money is a tool, not a goal, so was the money that was put into BECAMPS used properly? In our plan, we are supposed to incorporate being able to meet with other students. This is not some crazy bad thing, we are not necessarily shutting down a service centre. We are just doing what’s best with the students’ money and using it more efficiently.

Liam:
Looking at the space that BECAMPS had, it was pretty big, and the rent was very large, so looking at how it was used was not very efficient.

Justin:
I think that this is an opportunity for our communications services to get out information for part time and mature students. Expanding resources in our communications office could allow for us to target specifically these students.

Mona:
I just want to touch on the space form an experience point of view. From volunteering at the Health and wellness centre, yes it is very small, but all the events are held in other spaces, it is basically just used for admin. Some events were even done in the BECAMPS office. That space can be used for so much more, and taking away BECAMPS office is not a bad thing because it can be used for many more things. Looking at the spot as an example, which is now the food centre.

Ruth:
I love how optimistic everyone is. Maybe you have a plan, but my experience and same as other students is that this is just happening, and that the decision was made before the town hall. When I look at the budget and what we will be accountable to our members is that we are cutting costs with our service centre.

David:
So every service centre is losing money?

Ruth:
I think that looking at our governance structure, it is fantastic that we have executives that are so dedicated, passionate, and ambitious, but it is important as councillors to consider that a strategic plan needs to come along with this so that our plans are prudent and thoughtful. I recognize that I am talking into a void so I am going to stop.

David:
So the total for service centres, if it is going down, it is very slight, some service centres are actually going up in terms of actuals. The overall money being spent on service centres is going up dramatically if you include the service centre manager, which is $42,000 that is completely dedicated to service centres.

Fahd:
I started to write an opinion piece on the death of student unions. And Ruth you are right, every line is taking a hit. Every year, 5% of our budget gets minimized, but our levies only increase by CPI. So unless the university brings in more students, we will not see more funds. The philosophy for BECAMPS is a multi-purpose space that can be used for part time and mature students, when I worked at the boys and girls clubs we had a hard time engaging young women, so when we realized that there was a specific time for the girls hour we moved that money to focus on reaching out to girls in order to increase their engagement. So for our vision of this, we are looking at better engaging these students because with the money that is being allocated to BECAMPS right now it is not being used efficiently. So there is an opportunity to improve the services that we can give students.

VOTE on Motion:
In favour: 22
Against: 0
Abstain: 0

Budget passes

3. Adjournment:
Moved: Mona Seconded: Austin

Motion passes

Meeting adjourned @ 7:51pm
CUSA COUNCIL MEETING MINUTES
August 30th, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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5th CUSA Council Meeting 2016-2017
August 30th 2016
Dunton Tower, Room 2017 6:00 pm

AGENDA

1. Motion to Elect Clerk of CUSA Council 2016-2017
2. Announcements and Correspondence
3. Approval of the Agenda
4. Approval of Past Minutes
5. President’s Report
6. Vice President’s Reports
   a. VP Finance
   b. VP Internal Affairs
   c. VP Student Issues
   d. VP Student Services
   e. VP Student Life
7. RRRA Report
8. GSA Report
9. CASG Report
10. Senate Report
11. Board of Governors Report
12. Constituency Report
13. Committee Reports
   a. Financial Review Committee
   b. Constitutional and Policy Review Committee
      i. Council Reform Report
14. Items for information
   a. CUSA Hub Presentation
15. Question Period
16. Other Business
   a. Motion to Amend Executive Compensation Bylaws
17. Adjournment
CUSA Council Minutes
5th CUSA Council Meeting 2016-2017
August 30th, 2016
Dunton Tower, Room 2017 @6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey
Meeting called to order @ 6:11pm

1. **Motion to Elect the Council Officers of CUSA Council**

   **PRESENTATION SUMMARY**

   **WHEREAS** a Council Officer’s term and contract shall commence after being elected at the first meeting of Council of the CUSA year and terminate on April 30th of that year, as per Bylaw I s. 4.0(f).

   **WHEREAS** Council officers must be elected by a majority vote of Council prior to being hired as per Bylaw I s. 4.0(e).

   **WHEREAS** in CUSA’s May Council Meeting, it was resolved that Brandon Burrill’s term as CUSA Council clerk be extended until August 2016 at which point council would review the Motion to Elect the Council Clerk of CUSA Council for the 2016-2017 year.

   **INFORMATION TRANSFER**

   **BE IT RESOLVED THAT** Brandon Burrill be elected as CUSA Council; Clerk for the 2016-2017 term.

   **Moved:** Lauren Konarowski  **Seconded:** David Andrews

   Council goes In Camera as this is an employee matter.

   Motion Passes

   Brandon Burrill elected as 2016-2016 CUSA Council Clerk

2. **Announcements and Correspondence:**
None.

3. **Approval of the Agenda:**
   
   MOVED: Mona  
   Seconder: Ashley
   
   Motion passes

4. **Approval of Past Minutes**
   
   MOVED: Mona  
   SECONDER: Ashley
   
   Motion passes

5. **President’s Report:**
   
   **Ongoing Projects:**
   - Fall Orientation – Mont Cascade Trip happening on the Sunday!
   - BECS – Space being put to use right away with Fall Orientation
   - Home Coming Pre party Sept 17th Homecoming
   - Henry’s to receive a facelift with a grab and go add-on
   - Sarkany Group Consultations – Service Centre Value Props, Metrics and Score cards for improvements – in collab with Airloop
   - Policy and Governance overview – Elections and Corporate changes

   **Past Month**
   - 1st year Mail out Marketing campaign – sent a welcome letter to all incoming 1st years
   - Working closer with RedZone and Athletics to increase CUSA reach
   - Meeting with Residence building better collaboration including programming
   - New Service Manager Hired – working effectively to improve existing structures
   - CUSA Mini Golf Tournament fundraiser for Shinerama
   - Hatch – New Agreement with LTW providing student co-horts with $1500 grants
   - SUD conference – learning from peer to peer counselling program, UBC building a hatch-like program, Student Union Building Research, Business best practises

   **In the Office:**
   - Prepping for Fall Orientation
   - Prepping for Health and Dental Plan opt out period – Month of September
   - Internal Board Room completed

   **The Month Ahead:**
   - Fall Orientation
   - Awareness Campaign Weeks
   - Clubs Week
• Business Loyalty programs
• Homecoming
• A LOT 😊
If you have any questions, please do not hesitate to contact me:
pres@cusaonline.ca,
Tel: 613 520 2600 ext 1603

6. Vice President Reports:
   a. Vice President Finance
      Ongoing Projects:
      • Auditor rotation
      • Businesses
        ■ Olivers – New offer for $5 Mix and Match, programmable LED display, tables
        ■ Roosters – New items are ready, graffiti artist
        ■ Henrys – Grab n’ Go Roosters theme, Popeyes

      In the Office:
      • CDAC hiring board
      • Rooster’s Hiring board
      • Sponsorship and grants training

      This Month:
      • Confirm SOACH as a sponsor
      • Clubs and Societies professional development day presentation – Budgets & Sponsorship
      • Orientation Week
      • Terry Fox CUSA team sign up
      • New consistent programming and sponsorship for Oliver’s

      If you have any questions, please do not hesitate to contact me:
      vpf@cusaonline.ca,
      Tel: 613 520 2600 ext 1604

b. Vice President Internal Affairs
   - We went to Vancouver for the Student Union Development Summit. Incredible to meet student leaders across the country (and implement some of their amazing ideas too!)

   - The first session of SIF was completed early in the month.

   - Preparing for Fall O! Should be a great week, can’t wait to participate in both Sprosh and EngFrosh as well.
- CUSA Hub! Working with the clubs office onboarding many groups and having regular in person training sessions. On the topic of Clubs Office: the position of Programming Commissioner is available, application closes on Sept 6th, check cusaonline for more details.

- We hired front desk supervisor and front desk staff, we are all ready for the rush of students!

- Working on the funding workshop on September 14th, the clubs conference September 25th, as well as funding week for clubs which is the last week of September.

- Increasing clubs services, more tabling items and renovating storage space.

c. Vice President of Student Issues
   
   **Past Month**
   
   International Student Orientation  
   Sexual Assault Awareness Week  
   Pop the Stigma  
   Career Services Linked Inn  
   Awards Week  
   Mental Health Framework  
   **Upcoming**
   
   International Student Orientation  
   Volunteer Recruitment For Campaigns  
   Sexual Assault Awareness Week  
   Linked In Booth  
   Pop The Stigma

   
d. Vice President Student Services
   
   - Hired new coordinators for CDAC and Womyn's Centre

   - Continued developing a plan for Women's Gymnasium Hour with RRRA, GSA, MSA, Womyn's Centre.

   - Working with new Service Centre Manager to work on a pilot project for the HWRC. This project focuses on academic support and peer-to-peer counseling through the centre.

   - Food Centre construction is underway to create a kitchenette.
- The Aboriginal Service Centre has officially changed its name to the Mawandoseg Centre. It roughly translates to "coming together" in the Anishinaabe Algonquin language.

- Service Centres are gearing up for expo on Sept 6th, as well as their events in the fall. We have a number of great events coming up such as: ISC Bus Tours of Ottawa for International Students, Rainbow Ravens - a LGBTQ+ Frosh event, Food Centre cooking classes, and a beading and movie night with the new Mawandoseg Centre.

e. Vice President Student Life

Ongoing Projects:
- Pokemon Go Lure Party Tomorrow
- Drake Night: 1st Year Edition & Mont Cascades Frosh Events
- Homecoming Tailgate Sept 17
- Rockstar Live Karaoke Sept 27
- Reaching out to various C&S to collaborate on events

Upcoming:
- FROSH - Excited for the week! Can’t wait to meet all the new Ravens
Taking all questions and suggestions at vpsl@cusaonline.ca or 613-520-2600 x 1606

7. RRRA Report:
A couple personnel changes due to better skills set, Zophia Brobio is now our VP of Programming, and Hyder Naqvi is our serving President. In addition, we have also hired Olivia Morten to be our office manager, and we have hired Tiffany to stay on as our abstentions manager. Pumped for orientation, calendars coming in for the year. Shout out to CUSA for SOACH, looking forward to partnering with CUSA with this initiative. Gives more options for students when it comes to tutoring. That is all.

8. GSA Report:
No report.

9. CASG Report:
One thing that happened recently is that our president resigned, so we are in process of dealing with that. Major change is funding that we give to clubs and societies. We are now willing to sponsor events before they happen rather than reimbursing the club once they have already paid for the event. If they miss the deadline to apply for funding, they can come after the fact. We are looking at doubling the amount of money that we give to clubs and societies.

10. Senate Report:
No report.
11. Board of Governors Report:
No report.

12. Constituency Report:
No report.

13. Committee Reports:
   a. Financial Review Committee
      No report.
   
   b. Constitutional and Policy Review Committee
      i. Council Reform Report
         Charissa:
         Apologize for not sending out august report before hand, but it will be sent out this week. Quick summary, 4 meetings over summer, we have been working on Council structure, Lauren has been working with CUSA communications team in order to amp up communication between Council and the community at large, and looking at ways to increase student engagement with Council. Talking about holding a town hall in September or October for students to engage with council members to voice concerns. Looking to review some bylaw inconsistencies, corporate bylaws, council terms of references, as well as council offices terms of references. Recently hosted the electoral code report that will be presented in September. CUSA website updated to accurately reflect the role of the CPRC. As always, you can find us through the Facebook group for the CPRC, or you can email Ruth who is the chair. One more thing is that we worked on the recommendation from the executive compensation committee, which we will be visiting later on.

Julia Dalphy:
*See presentation attached to minutes
   - Meetings are held throughout the summer (~2 a month)
   - Pet projects were brought to the table by committee members
   - Looked at CUSA Council’s structure
   - This presentation is an update on progress so far
   - 7 step process to solving issue for CUSA by-laws
     o Looked at existing bylaws
     o Looked at flaws
     o Researched to get answers
- Develop alternatives
- Evaluate alternatives
- Update policy
- Allow for corrections

- Looked at bylaw 1 – COUNCIL subpoint 1.1.i
- bylaw 1 1.2.a-j
- bylaw 1.2.a-c
  - Fixed inconsistencies regarding adding constituencies according to common practice
  - Distribution criteria regarding seats and % of contribution will be researched into further
  - Renewal process will be researched into as well

- Looked at inconsistencies with seats on council and how many each faculty has according to population size
- Schools seats were also looked at once again to see what the population % and representation is
- Student fee inconsistencies are being researched, different type of students
- How are membership fees calculated, is it based on size? Also how does that tie into seats, are they directly proportional?
- Who calculates contribution fees and when is it done?
  - No metrics are being collected
  - Makes it hard to look at representation by seats
  - CUSA may not be following that policy
  - Enrolment numbers are available
    - Sorted by student type but not faculty
  - Collection ballot invitee numbers are available, so those that are able to vote are also those that have paid for membership, this tells us how many members each faculty has
  - Summarized data on faculty size by table, showing which faculties are growing and which are shrinking
  - Most constituency seats are growing, but some are shrinking
  - Have the proportions changes enough to make a difference?
    - *See Pie chart
    - From the past 2 years, there are some changes
      - If seats were broken up to a few different metrics, Council seats would look a little different
  - How are numbers used for the current term?
Council should be based on numbers from the current term of office of Council
But we ran the election in January 2016, and this does not include the students that are incoming for the next fall.
Seat numbers must be determined for the new year prior to elections, so current policy is not possible
Why are some special students considered in sections 1.2 and not 1.1?
Having them in 1.1 would axe the issue of contribution fees
New issue on whether or not special students are already represented by faculty
They should be distinctly represented, and moving them to 1.1 would guarantee them a seat

- Defining constituencies
  - No definition in bylaws for a faculty given our current structure
  - A constituency can only be formed if the school has more than 250 members
  - Inconsistencies in schools that are being/not being represented under this definition
  - A consistent definition would be that each faculty is a constituency or if the degree program has over 250 members it is a constituency
- Is anyone being over-represented?
  - Almost every faculty other than computer science is over-represented
  - Some other degree programs are also being under-represented, there are some in every school, we used the humanities' number of members in order to create a benchmark, which was 172 people.
  - *Visually represented by chart in presentation
- Who is in FPA and who is in FASS?
  - Many students have double majors that included in both programs, so who is included in which faculty
  - Also, some students are confused on which seat to run for
  - CUSA election system knows which students are in FPA and which are in FASS
It is typically attributed to what you were accepted into or started in.

You can manually change your program by changing your first major.

- We need to know which category people are in so that we can determine if it accurately represents seats for these programs.
- Determined that it was good enough since it was good enough for elections.

**Solutions**

- *Findings represented by table in presentation*
- Need to look at how these policies will affect faculties.
- Distribution criteria will be fixed by ditching “fee”, and changing it to membership mix of CUSA, and defined by most recent general election invitee list.
- Renewal will be changed to “Previous year’s general elections”, many other organizations do the same thing.
- Accountability will add something along the lines of presenting the numbers and seat breakdowns for the coming year as an item for information to council, this will be added to the writ of elections and subsequently updated each year.
- *Alternative solutions are represented by table in presentation*
  - Just faculties will be represented, constituencies would just become faculties.
  - Just the degrees
    - A: All degrees have a minimum of 1 seat plus additional seats for larger population.
    - B: All degrees over a minimum amount of 250 people would have a seat, additional seats for more members.
    - C: Every degree program gets 1 seat only, no extra seats like many national boards.
  - Or Tweak what we have now.
- Keep faculty seats
- Permit school seats by automatically making schools with more than 250 members a seat, gets rid of the motion aspect
- Auto version of what we already have
- Plan
  - Pick the best solution from the alternatives for both CUSA’s purpose and the interest of the faculties and students
  - Looking for feedback from councillors, email Lauren, Fahd, Charissa, Ruth, or me at juliadalphy@cmail.carleton.ca
  - If you would like a more active roll then please come to our meetings, info can be found on Facebook, or through your CUSA email
- Create
  - Once the best solution has been agreed upon, the CPRC will present a motion to Council
  - Then we will put it into action for the 2017 elections
- Improve
  - Continue to look at policies to make sure that we are following procedures
- FAQ
  - There may have been some schools, faculties, or degree programs that I have missed
  - “Moving to faculty seats undermines democracy because of our voting system for councillors”
  - We would need to introduce a ranked ballot voting system
  - “Why are we doing this?”
    - Over half the students in these faculties have had undercut seats. It is important that we have representation since our students are paying membership fees
• “CUSA can’t remove my school’s seat because our students would be silenced”
  • The suggestion is not to take away anyone in particular but to redistribute
    the seats according to criteria that would better represent the make-up of
    our school
• ***See more FAQs answered in the presentation.

14. *Items for Information:*
   CUSA Hub Presentation:
   • Clubs office is officially moving our system over to CUSA Hub, allowing
     students to register a club through the website.
   • We are here to present it to council to look for improvements
   • We are also here in order to reach out to our students
   • Since we are in Beta, everything can be changed
   • We are going to go through some of the myths associated with CUSA Hub
     o What is it even for?
       ▪ There are a lot of problems with the clubs system
       ▪ This puts everything in one place rather than having to go
         through many different people for answers
       ▪ A resource for new students who are looking to join a club at
         Carleton, this allows students to discover clubs and events on
         campus
       ▪ Helps club execs interact with their members better than
         before, allowing for easy contact between members and
         future members
       ▪ Ensures an up-to-date clubs list
       ▪ Access to all CUSA C&S services in one place
     o Okay but what does it do?
       ▪ Official list of all CUSA C&S
         • Categorized by program or group type allowing for
           easy search
         • If your club or society is not on it, you are not
           registered
         • Old system will be gone
       ▪ All C&S services on it, table booking, funding, space booking,
         equipment booking, etc.
       ▪ Hold CUSA C&S event calendar
         • Never existed before
         • Students always asking for this
• Avoids scheduling conflicts between C&S and allows for collaboration between C&S
• Feed feature can be used to communicate with your members
  o Students can ask questions and communicate with the other club members
• So, you’re trying to replace Facebook or something?
  ▪ No
  ▪ Its not only a social thing, but it makes Clubs business operations easier
  ▪ All the new students that we have talked to love the hub
  ▪ All admin is now on CUSA hub
  ▪ For new members, all they have to do is click join and they get all the info
  ▪ Event dates are easier to pick
  ▪ Sharing meeting times
• DEMO:
  ▪ Before logging in or making an account, a student can view everything that is happening
    • Events calendar includes all events that are viewable by search or through clicking on a date, or a category
      o Eventbrite can be linked to the event page so that students can sign up and pay for events through CUSA Hub
    • Groups are also included on CUSA Hub
    • Greek organizations as well
    • Business groups are included
  ▪ Feeds:
    • Feeds are viewable by joining groups or clubs
    • You can search for feeds
    • Easily post on feeds to ask questions
    • See members
    • Feed shows up on home page after logging in
    • Students can make an announcement to the entire student body
    • First year students are already using the feeds
  ▪ How to set up non-CUSA group
    • Trying to streamline the process by using 4 step process
    • Groups -> create Group -> Choose group template -> Carleton university Department -> fill out form
• Go to departments and asking for them to get on CUSA Hub
o Be informed about CUSA Hub so that you can answer questions about it
o Come see me or Shawn in order to find out more
o We are giving one-on-one training with clubs
o After this meeting, please come sign up, there are 3000 students on there right now

15. **Question Period:**

**Greg (Debbie GSA Proxy):**
Julia, has there been any consideration as to CASG’s structure for representation?

**Julia Dalphy:**
Can you give me a break down?

**Justin Bergimini:**
We basically have a seat for every major, so having that many councillors makes some people think that they do not have as an integral role so attendance falls down.

**Julia Dalphy:**
So since CASG is by major, we did address that through our degree version of the solutions. I’d say that we considered it on a broader scale.

**Matthew Pelletier: (former PAPM council member and PAPM student’s society representative):**
My question was about that too. Obviously the CASG is an extreme case when it comes to seats, but is there any middle ground that would work?

**Julia Dalphy:**
So we spoke about that and the size of council and how that could be an issue. Most of the concern over the size of council came from the executive seats and the logistics of adding new seats. So is there solid evidence that says that it is a super bad idea to have 8 seats compared to a larger size such as CASG’s? That was one of our considerations. So what you are asking is, is that a con having that many seats or could it actually be a pro since more active students will be engaged and we have more depth of representation, or would it actually hinder council? It is definitely something that we should keep in mind and if we can think of some potential benefits that it would bring, then that would definitely help us in our decision.

**Greg (Debbie GSA Proxy):**
This question is more toward CUSA HUB. Since graduate students pay in to Clubs and Societies, what type of outreach to grad students will there be to make sure that they know about this system and that they are able to access it. Obviously they have
sign ins as well so they can sign up, but we were wondering if there will be a pitch to them.

Zameer Masjedee:
We discussed this with the GSA during our last meeting, and one of the things on our agenda was CUSA HUB and we realized that in order for this to be successful it has to be a campus wide initiative. When it comes to things like events, the more information that is available to first year students and all students that contribute to CUSA HUB, the more valuable the system is. So one of the biggest things during the meeting was making sure that we can implement this alongside the GSA so that all their students benefit and all our student benefit as well. And that’s something that they were also excited about, so now I think that the mandate going forward is to ensure that they receive the support in implanting it, but they are on board, as far as CUSA HUB as a system.

Shawn Humphrey:
We have a big CUSA HUB meeting tomorrow about all the points that have been brought up, because I want to offer not only to Clubs and Societies and service centres, which we have been doing and training, but I am also going to be reaching out to Debbie, or whoever is the VP of the GSA and offer similar training to make sure that they are comfortable. I have had quite a few GSA students come to me asking about clubs and what not, so yeah the GSA is definitely going to be alongside us in this campaign.

Matthew Pelletier: (former PAPM council member and PAPM student’s society representative):
Many of the faculty blocks usually have 6 or 7 seats, but generally, the number of seats doesn’t equal the number of programs, and some of them are not represented at all, and some of them are over represented. Is there any data about the frequency of different programs being represented in FPA?

Julia Dalphy:
I do not have any data, any current data on that, but it would be really cool to see. I know engineering, over the past five years, has just been only engineers, to my knowledge, so that one out of five. However, for other groups, I am not sure, and in terms of FPA and FASS, It would be interesting to see which majors have held seats the longest and it would be pretty interesting to see for Science and even Business to see what the BIB numbers are like. So that would definitely being something that I would like to add to my next steps of research. I think also, in our case, as FED because our seats have always been branded as FED and our smaller programs do not really know much about CUSA in general so they didn’t know that they would be eligible for their own seats. So for groups like that, I do not know if it is accurate to say that Engineering has always held the FED seats so they will always hold them in
the future, but this could change if other schools knew they could have a seat. Data could definitely help but keep in mind that architecture hasn’t played a role because they didn’t know that they could.

**Matthew Pelletier: (former PAPM council member and PAPM student’s society representative):**

On that note, I spoke to 4 previous PAPM CUSA councillors, and we were trying to figure out why PAPM consistently has 4 seats. And the conventional wisdom was that some programs with more involvement would be further represented, was that considered in the discussions?

**Julia Dalphy:**

So we did look over that during our CPRC meetings. And some of the people on the committee were from many different schools and we have had students at large attend town halls in order to gain more insight into their thoughts. Could you repeat the question?

**Matthew Pelletier: (former PAPM council member and PAPM student’s society representative):**

Was just asking about the idea of separate seats.

**Julia Dalphy:**

Okay yeah so we didn’t want some groups being blocked by bigger ones on council. The best set up would be to have their own seats however, it is hard to say if one school had their own seat maybe they would flourish, without the metrics it is really hard to tell. If we took away a school specific seat, it’s hard to say if that would affect how the school is operating. We had a student from the global international studies at our meeting, so we asked her exactly what she thought about this platform. The whole thing just goes in circles because it is hard to compare things. It is hard to figure out what is best for the students as a whole. Some schools really care about their seat, and some don’t even know they have a seat. Some schools might not even care about who is representing them because they just keep their own students happy.

**Charissa:**

For CUSA hub, Kelsey motioned that this is a beta, so how long is the contract? And what are your goals for continuing on CUSA hub?

**Lauren:**

This is with campusvibe and we signed on to it last year. We are one of their first clients so the fee was quite low, we do have to renew the subscription however. So is it worth it? We built this team in order to push this forward, so it is important that we get students on this. We have meetings were we plan how to get students on it. Compared to this time last year, we have done really well. In May there were 200
students on it, now there are 3000. So once everyone is on it, there will be no reason to leave it. As long as from now on we have execs that want to get the most out of this program, it will be worth it.

Charissa:
When in the year is it renewed, and can numbers be presented to council as to the use?

Lauren:
If that is something that council would like to do then yes. But personally I do not think it is needed since we do not show every subscription that is renewed by CUSA.

Matthew Pelletier: (former PAPM council member and PAPM student’s society representative):
Motion to extend

Motion passes

Question period is extended.

Justin Bergamini:
For Julia. Just a thought as an FPA councillor, with journalism having their own seat, they are part of journalism and communications?

Mona:
No they are separate.

Justin Bergamini:
Okay that answers my question.

Jessica:
For 2b it says that it recommends limiting small programs to only voting on executive ballots. What remedies would be proposed to allow these students to have a representative on council that would not represent the exec?

Julia Dalphy:
The question was one of the alternatives, the 2b alternative, which was, ‘By Degree Program’, so it eliminates the faculty ones, and then instead of giving every single degree a seat, such as in 2a, it would have a minimum essentially, and then for every thousand votes, it would add a seat. For the smaller seats that fall under 250, what are the measures we have to address the fact that they would only be receiving the exec only ballot and not having a representative on CUSA. I would say that this is the largest con of the alternative. So right now, the minimum would limit one seat for 400 PAPM students and one seat for 100 music students. How they would be
represented on council through a non–executive is that they wouldn’t be. If we wanted something to address that fact, we could brainstorm and talk about a program representative.

Julia:
For CUSA Hub. In terms of getting our faculties on board, do they have to make an account to register, or is there a best person to do this?

Lauren:
A lot of faculties have communications teams that would take on that role.

Shawn:
For FPA for example, it is the communications girl that has been working with me. I there is any faculty that has questions, please email me, we are working hard to get everyone on board.

16. Other Business:
   a. Motion to Amend Executive Compensation Bylaws

PRESENTATION SUMMARY

WHEREAS both the 2012 and the 2016 Executive Compensation Review Committees recommended that they wanted more time for the review of Executive compensation.

WHEREAS review of Executive Compensation should be a-political and under the current framework could be viewed as biased (when recommendations and decisions are made in the same term in which they apply).

WHEREAS compensation should be fair, transparent and impartial.

WHEREAS a recommendation made prior to an Executive’s term (in May of each year) would allow for consistency and predictability for students in these positions.

WHEREAS decisions regarding funding impact both the Corporation and the Association.

WHEREAS decisions made by members of the Corporation’s governing body (CUSA Council) can be proactive and binding to future finances of the corporation.

WHEREAS striking the Executive Compensation Review Committee on a yearly basis ensures consistency and continuity in reporting.

WHEREAS yearly reporting would empower the Vice President Finance to integrate current and relevant recommendations into their budget without time restraints.
BE IT RESOLVED that CUSA Council accept the following amendments to Bylaw IV 3 and Bylaw V

BYLAW IV – FINANCES AND FEES

3.1 From May 1st until such time as directed otherwise by Council, the base rate for the Executive Honorarium shall be the previous year’s Honorarium adjusted by the annual rate of change in the Consumer Price Index for the City of Ottawa for the previous calendar year.

3.2 Under no circumstances shall the Executive Honorarium fall below $24,960 for any member of the Executive.

3.3 The Executive Compensation Package shall include at least the following:
   a. All Executive members shall be entitled to a benefit a minimum of 1 tuition credits.
   b. All Executive members shall be enrolled in the Health, Accident and Dental plan offered by the Association to its members.

3.4 Beginning in May 1st 2006, and continuing on a biennial basis, Council shall, at its first meeting, strike the Executive Compensation Review Committee. Beginning in September 2017, Council shall, at the first general meeting in September of each year, strike the Executive Compensation Review Committee.

3.5 The composition of this committee shall be as follows:
   a. Three (3) constituency representatives appointed by Council.
   b. Three (3) students-at-large appointed by Council.
   c. One (1) member of the Association appointed by Council,
   c. Either the Finance Manager or General Manager of CUSA
   d. The Vice-President Finance

3.6 Quorum for the Executive Compensation Committee shall be five six (6) members of the Committee.

3.7 The committee shall:
a. Undertake a thorough review of the Executive Compensation.

b. Make use of all relevant information from outside organizations.

c. Include in its research all relevant information from within the Association including, but not limited to: the budget, audited financial statements and recommendations from previous committees archived reports submitted by both the Financial Review Committee and the Executive Compensation Review Committee.

d. The committee shall present its report and recommendations for adjustments to Council no later than the November meeting June 15th. Council shall make a final determination on the Executive Compensation no later than June 30th.

e. Provide the Vice-President Finance with a copy of the final report, which will be incorporated into the Association’s Operating Budget. Submit a final copy of the report to both the Vice-President Finance and the CUSA Finance Manager.

3.7.1 CUSA Council shall, no later than the December meeting, make a final decision regarding the recommendations of the Executive Compensation Review Committee. CUSA Council shall, in both a meeting of the Association and the Corporation, put forth their final decision as a motion for the upcoming term.

BYLAW V - COUNCIL STANDING COMMITTEES

1.0 The Advisory bodies of the Association shall include the following standing committees: Constitution and Policy Review Committee (CPRC), Financial Review Committee (FRC), Conference and Discretionary Fund Committee (CDFC), Executive Compensation Committee (ECC), Clubs and Societies Committee (CSC), Financial Assistance Committee for Clubs and Societies (FACCS), Accessibility Fund Committee (AFC), Clubs and Societies Summer Funding Committee (CSSFC), and the Awards Committee (AC), and the Executive Compensation Review Committee (ECRC).

Motioned by: Ruth Lau-MacDonald    Seconded by: Lauren Konarowski

Lauren:
This was worked on by the Constitutional and Policy review committee. These changes were made based on the recommendations that the committee made. It depoliticizes the issue of who is being voted on. Also when you decide to run for executive you will know what your pay will be.
Questions:

Debate:

Vote:
In-favour: 26
Against: 0
Abstain: 0

Motion passes

17. **Adjournment:**
   Moved: Lily                Seconded: Charissa

Motion passes

Meeting adjourned @8:45pm
CUSA COUNCIL MEETING MINUTES
September 21st, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice Presidents’ Report
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President Student Issues
   d. Vice President Student Services
   e. Vice President Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Financial Review Committee
   b. Constitutional and Policy Review Committee
13. Items for Information
14. Question Period
15. Other Business
   a. Motion to Strike Fall and Winter Standing Committees
   b. Motion to Strike Council Participation Ad Hoc Committee
   c. Motion to Strike Student Union Building Development Ad Hoc Committee
   d. Motion to Student Issues Action Ad Hoc Committee
   e. Motion to Strike and Fill the CUSA Clubs and Societies Committee
16 Adjournment
CUSC Council Minutes
6th CUSA Council Meeting 2016-2017
September 21th, 2016
Dunton Tower, Room 2017 @ 6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey
Meeting called to order @ 6:16 pm

1. **Announcements and Correspondence:**
   
   **Lauren:**
   I want to quickly state about attendance. It's super important that you are here at 6pm when the meeting starts. If you could come on time that would be awesome. I am also tracking attendance, there are a certain amount of meetings that you can miss, and there are a certain amount that you can send a proxy too before you have to resign, so please fulfill your requirements and responsibilities as a council member.

   **Ruth:**
   Thanks for letting me do this before the general information session since I have to run to class. After this year’s slut walk I had a few constituents ask why CUSA wasn’t represented at the walk. It is important to keep that line of communication open and there is still a lot we can do to protect students on campus regarding CUSA policies, so I think that we can be leaders in sexual awareness on campus that way. It was disappointing not seeing an executive or a service centre leader in attendance. I hope that in the future they can attend in order to have more opportunities for open dialog.

   **Abrar:**
   Does the summer meetings count toward that total, Lauren?

   **Lauren:**
   No, it does not.

   **Charissa:**
   The student’s alliance for mental health is having their meeting this weekend at roosters and you’re all invited to attend.

2. **Approval of the Agenda:**
3. Approval of Past Minutes

MOVED: Mona SECONDER: Lily

Motion passes

4. President’s Report:

Ongoing Projects:
- Henry’s to receive a facelift with a grab and go add-on
- Sarkany Group Consultations – Service Centre Value Props, Metrics and Score cards for improvements – in collab with Airloop
- Policy and Governance overview – Elections and Corporate changes
- Student Union Building Concept Design Consultations – Phase 2 is progressing

Past Month
- Fall Orientation – CUSA won shine cup!
- Shinerama raised over $40,000
- BECS – Space being put to use right away with Fall Orientation
- Home Coming Pre party Sept 17th Homecoming – great success
- Working closer with RedZone and Athletics to increase CUSA reach
- Hatch – New Agreement with LTW providing student co-horts with $1500 grants

In the Office:
- Health and Dental Plan opt out period – Month of September
- Internal Board Room completed

The Month Ahead:
- Panda Game
- Student Union Building meetings/negotiations

If you have any questions, please do not hesitate to contact me:
  pres@cusaonline.ca,
  Tel: 613 520 2600 ext 1603

5. Vice President Reports:
   a. Vice President Finance

Ongoing Projects:
- Auditor rotation
- Businesses
  - Henrys – Grab n’ Go Roosters theme
  - Oliver’s – New programming
- Sponsorship
- Reviewing financial state of CUSA departments

In the Office:
• Sponsorship training
• Orientation Week
• First year class talks – CUSA video

This Month:
• C&S professional development day presentation – Sponsorship
• New programming for Oliver’s
• Financial Review Committee – presentation to committee – September 28th
• Clubs and Societies Funding presentations – September 26th- 30th

If you have any questions, please do not hesitate to contact me:
vpf@cusaonline.ca,
Tel: 613 520 2600 ext 1604

b. Vice President Internal Affairs

Past Month
- September is easily the busiest month for myself & the clubs office, getting all students groups set up for success for the school year.
- Fall Orientation was a blast. Clubs expo was successful for everyone, CUSA included.
- CUSA Hub is doing well! We have integrated our funding application for clubs on there.
- Funding Presentation to clubs was last week. Applications due FRIDAY SEPT 23
- New Programming Commissioner, Ameer Baig. Club Office Interns as well, honorarium based.

This Month
- Annual Clubs Conference this weekend, Registration Closes tomorrow, Sept 22nd
- Funding Week is next week! Looking forward to seeing all the student groups. Won’t be in the office for most of the week due to presentations, but email me and I will get back to you!

c. Vice President of Student Issues

Past Month
International Student Orientation Resource Fair and Panel
Frosh Week
Sexual Assault Awareness Week: Beforeplayask
Career Counselling and Linked Inn Booth ft. Career Services
Mental Health Framework
National Day of Action endorsement: Moving towards free education campaign discussions
Pop the Stigma Confirmations
Thrive week discussions

Upcoming
Pop the Stigma
Mental Health Framework Launch
Thrive week
Exam support prep

d. Vice President Student Services
- Service Centre events are well under way. Both the Service Centre Manager and I are working to ensure they get the proper promotion they deserve. To check out what our centres are doing, check out the CUSA Service Centre Facebook page.

- Working on a new "Meet the Coordinators" campaign. We're hoping this will get more students into the service centres. The big finale of the event will be a paintball day at Capital City Speed Way on Oct 15. If you’re interested, tickets are $35 (a great deal, actually). Come talk to me about it.

- Still working on projects such as the Women's Gym Hour, and the Health and Wellness Revamp. The campaign for the former will start on Oct 3, and the HWRC revamp will be rolled out in the Winter Semester.

e. Vice President Student Life

Ongoing Projects:
• Escape Room on Campus
• Special 75th Anniversary Programming
• College Survival Coupons

Upcoming:
• Rockstar Live Karaoke Sept 27
• Panda Game Oct 1
• Atrium Video Games Oct 3
• Sex Toy Bingo Oct 12
• Colonel By Classic Oct 19

Taking all questions and suggestions at vpsl@cusaonline.ca or 613-520-2600 x 1606

6. RRRA Report:
We had a really good frosh week, lots of engagement. We had our first council training this past Sunday, that’s why we weren’t at the Slut Walk; Jim Watson came as well as 45 of our council members. We are really trying to get our numbers up.

Talent show next Monday in Fenn lounge, everyone is welcome. We will also be posting some info about the various opt outs on campus, so far we are aware of 3, so we will be letting students know about these since one of our big initiatives during the election was affordability for students.

7. GSA Report:
Some updates about what we will be doing. We had our 2-week long welcome week, very exhausting, great time, lots of engagements. Since I am a first year grad student it made some other students feel like they could get involved. Day of Action, is still being organized, will be held on November 2nd. We are having organizing meetings for that, and all students are welcome, you can contact your execs and they will pass along that information to you. Sexual assault policy, just finished consultations with Jen Sugar, the director of student affairs, we are hoping they continue with our
recommendations to meet with other student groups including aboriginal groups and minority groups. October 1st is our Justice for Abdirahman Abdi Conference that we are doing alongside the Justice for Abdirahman Abdi coalition, which is an initiative to bring awareness to the black man that was killed by police back in August. So the GSA is doing our part to make sure that the police are held accountable. WE are working really hard to start our Mental health awareness groups that will meet once a week. Essentially what we will have is a support group for folks who are dealing with a whole bunch of things to come together and talk with other grad students. We were also at the labour day parade and the slut walk, which was really great since we got to talk to a lot of people and put a face to the association. GRC elections are Sept 25th, we are working hard with RRRA to make sure that the Graduate Residence Caucus are up and doing their own thing since they are separate from RRRA.

8. **CASG Report:**
Right now we are going through our election period to which we are looking at doing second run since there are a lot of vacant seats. We have our Academic initiative fund early bird deadline coming up at the end of September so that we can actually sponsor events this year, as opposed to just giving them the money at the end. CASG awareness video being made. We were at Canal Games and Clubs Expo to really try to get first years to what CASG is cause a lot of people don’t know. Meeting with CUSA, GSA and RRRA to collaborate with them this year.

9. **Senate Report:**
No report.

10. **Board of Governors Report:**
Orientation, met a lot of new members on the board. Essentially went through the things that the university is dealing with, also how the board of governors works with motions and what not. Went through the university’s plan for crisis situations. Had a good discussion with the Chair, Chris Caruthers, who may come to council to talk about the university’s strategic policies and what they are trying to accomplish. This will let us ask him some questions about the board. We are looking at lining up some dates for that.

11. **Constituency Report:**
Matt Pelletier:
Access elections are coming for first and second year races. The second year will be an acclamation for Adam Khouri. We are going to be having a 50/50 type draw, where you pay $5, for the US election going state by state for the winner. Half will go to the winner, half with go to a charity.

Sarah Garlough:
Hot 899 had a contest to give away $10,000 and one of our engineers was chosen to do that and he has promised that if he wins he will give it all back to various things on campus on Giving Tuesday, for which everything that is donated, Carleton matches. So if you’re not doing anything this Friday, if you want to show up to the Canadian Tire Centre before 6pm with all your constituents, that would be pretty nice.

12. Committee Reports:
   a. Financial Review Committee
      Chair is absent. No report.
   b. Constitutional and Policy Review Committee
      Next meeting is on September 30th at 6pm at 513 university centre, everyone is welcome to attend.

13. Items for Information:
   Debbie (GSA):
   Its been brought to our attention that CUSA signed a statement along with other student associations across Canada to condemn the CFS, which is the Canadian Federation of Students, for a bunch of things, including transparency, etc. My personal thoughts are, this is great, but I do have a few question about how this statement came to be was there any proof or process through council, because I didn’t notice anything in the minutes, so was anyone consulted for this?

14. Question Period:
   Debbie (GSA):
   I want to know if anyone was consulted about the statement regarding signing it, and what that process was.

   Fahd:
   Yes, all the executives consulted it, and we decided that it was something that we would like to unanimously stand behind. We are definitely in favour of a nation wide students group to bring forward the interests of students across Canada; however, our goal is to improve rather than just critiquing what we have now. It is our responsibility to hold the CFS accountable. I’ve worked along side many member groups and non-member groups and there was a lot of discussion about it in the summer months in crafting the motions for the statement, making sure that our intentions are not to just condemn but to improve through constructive criticism.

   Matt Pelletier:
   Just out of curiosity, the letter was brought to attention through another student union group, so what will CUSA be doing to bring this forward to students?

   Fahd:
We are getting that ready, and we have a date for when we will be releasing our statement on it, but we will be there at the November conference, and it is important that we work on the motion that we will be bringing forward at the CFS conference. The end goal is to work on improvements and constructive criticisms, it isn’t to bring too much media attention to this, more just to make our statement. We are being very transparent in that we would like to see some improvement.

**Matt Pelletier:**
So why did the KUSA students association go ahead in announcing their position before CUSA did?

**Fahd:**
There is no go ahead, we all agreed that this statement is final and that it can be released. We haven’t released yet at CUSA because we had Sexual Assault Awareness week and Mental Health Awareness week, and in our opinion in terms of communications those issues for our local members was more important and immediate than the conference.

**Debbie:**
We haven’t seen CUSA at the CFS in a long time, so we are wondering were you guys are getting your information from, also, will you continue to attend after you go to the November one?

**Fahd:**
You are right, I didn’t go to the meetings last year because they are quite time consuming and interfere with our initiatives. We didn’t attend the August one since it is orientation week and we didn’t attend last year’s November conference since it was during our Clubs and Societies referendum. But it is important that we attend them, and we will be attending this November’s conference. We want to be proactive with improving the conditions at CFS, so this is our way of taking responsibility. In terms of our research, we have spoken to many of the schools that have gone to the conferences, we have read many of the minutes, especially concerning the finally aspect, to which some of them we were not given.

**Greg:**
I asked David to look up the number to see what we pay in to the CFS, is there a reason why that isn’t in the annual budget?

**David:**
There are a few levies that we do not put into the operating budget since it will skew the numbers if some students drop. Its $8.86, which comes to $212,000 for all students together, then on the Ontario level, we give $7.38, both these numbers are indexed to CPI and that comes to a total of $177,000. In total to the CFS, Carleton undergraduate students give $389,000.
Greg:
Is there currently any CFS material available to students?

Fahd:
So about 2 years ago, Folarin’s team did an entire report on everything that the CFS provides to students. I can get that report for you and send it to you. The conclusion is that the benefits that they provide are great for smaller student unions. We, as a larger student union, have the ability to provide these benefits to students better than what the CFS can provide. There is a benefit to the campaigns that national ones provide, but it’s also beneficial for local groups to do their own because it will be more targeted toward our tailored student needs. For anyone that is looking for that report I can definitely send it.

Greg:
Are there any services from CFS that we currently use?

Fahd:
We are currently working with The GSA for the National day of action, so we are using their material.

Sophie:
Is the service worth that $389,000 every year?

Fahd:
No, it is not worth it.

Sophie:
So why are we still charging it?

Fahd:
So there is an extremely difficult process for de-federating from the CFS. To even get to a referendum you need 20% of student population to sign a nomination sheet. 20% is over 6,000 students; we get 9,000 students who vote on our full elections. So to get 6,000 students to sign a sheet would take months of work. So there are some initiatives that are more important to our student body that can be dealt with right now.

Sophie:
So the process of forming the letter and signing it was done during the summer, but it wasn’t brought to council until another student union brought it up. So why wasn’t council consulted.
Fahd:
So I understand that our process can be critiqued. If we were to try to bring the letter to council and go through everything, we would have had to create a report that would’ve taken 6 months to do. I do not know what the knowledge of students here on campus is like when it comes to the CFS. So sometimes it seems very staff heavy and not involving students. So to be able to act immediately on this was better than missing our opportunity to voice our opinion. It is not directly affecting any student. All execs were consulted and it was unanimous.

Abrar:
Are we going to continue to pay until students put forward a referendum to scratch it? Or are we just not going to pay it?

Fahd:
You would get sued if you didn’t pay it. So it is in our best interest to continue to pay it and use their services for what we want.

Cody:
When was the contract originally signed?

Fahd:
So we are local 1, so it was founded here on our campus. But we de-federated during the 80’s and then came back during the 90’s. Just like any other student association, at one point they were a really strong force, but there was times where money went missing, etc. Just to be clear there is CFS Ontario, and CFS Canada. And the fees come from our ancillary fees, which comes from our tuition fees.

Charissa:
Since de-federation is not an option, why is it not an option to start using their services if we are paying for them? How come we can’t include them in our initiatives, especially since we are paying for their services?

Fahd:
De-federation is not, not an option, but it is difficult to do. Your criticism is fair, but as of now, there are campaigns that they do that are similar to what we do, so we did our own campaigns that are familiar to our students and associate with our brand.

15. Other Business:
  a. Motion to Strike Fall and Winter Standing Committees

PRESENTATION SUMMARY
WHEREAS according to Bylaw V 1.2, Standing Committees shall be actively encouraged to examine Council business of a relevant nature to the Committee.

WHEREAS according to Bylaw V 2.4 there shall be two sessions during which Standing Committees shall sit. The first shall be the Summer Session, which shall begin May 1 and end August 31. The second shall be the Fall/Winter Session, which shall begin May 1 and end April 30.

WHEREAS standing committees shall be struck by a simple majority vote of council.

INFORMATION TRANSFER

BE IT RESOLVED THAT Council strike the following Standing Committees to open up membership for the Fall and Winter session, maintaining the elected members.
--- Constitution and Policy Review Committee
--- Financial Review Committee
--- Student Initiative Fund Committee
--- Accessibility Fund Committee

Motioned: Lauren Konarowski  Seconded: Fahd Alhattab

Lauren:
I know a lot of you are thinking that we already did this in May, but since there are two sessions, this is a symbolic striking of these committees to open up committee for this session. This is just reminding councillors that you have the duty to be on one committee throughout the year.

Questions:
None

Debate:
None

Motion passes

b. Motion to Strike Council Participation Ad Hoc Committee

WHEREAS according to Bylaw VI 1.0, Ad Hoc committees may be struck at any point to deal with issues that are not already designated to a Council Standing Committee.
WHEREAS these committees shall act solely as information bodies to Council.

WHEREAS Council participation not only within meetings, but within the Carleton community and their constituencies is extremely important.

INFORMATION TRANSER

BE IT RESOLVED that the Council Participation Committee is struck for the Fall and Winter Term, tasked with the following but not limited to:
--- Explore ideas for councillor engagement
--- Organize Councillor Social internally, and a meet and greet externally.

BE IT FURTHER RESOLVED that these meetings be open to all members of council.

Motioned: Lauren Konarowski  Seconded: Zameer Masjedee

Lauren:
As was mentioned, Ad Hoc committees are based on certain issues, and council attendance participation is really important, so it would be good for all councillors to get to know each other, so that we can better get to know the community at large.

Questions:
None

Debate:
None

Motion passes

c. Motion to Strike Student Union Building Development Ad Hoc Committee

PRESENTATION SUMMARY:

WHEREAS the Student Union Building being pushed forward by CUSA is in preliminary stages of planning.

WHEREAS CUSA strongly believes there is a lack student spaces on campus and a need for a dedicated building to house all the student life activities, including but not limited, conference spaces, theatres, meeting rooms, co---working spaces, student lounges, offices, services, etc.
WHEREAS CUSA believes for the success of the Student Union Building, internal research along with a high level of student engagement and input throughout the entirety of the project must take place.

INFORMATION TRANSFER:

BE IT RESOLVED that CUSA Council strikes the Student Union Building Committee.

BE IT FURTHER RESOLVED that the committee be open to all Carleton University Students, with the CUSA President as Chair.

Motioned: Fahd Alhattab Seconded: Lauren Konarowski

Lauren:
So this was a committee that existed last year as well, and that was when the student union building was more of a hope, but since the university is ready to move forward on the building we should get a committee together for it.

Fahd:
So last year we started the process, the executives put together a report on how the building would work. We put it forward to the president of the university and they were very excited, so we had to do a program study for finding the numbers for the building. So we looked at a stand-alone building as opposed to an expansion of the university centre. The stand-alone was $50 million, whereas as university centre was $25 million. So we thought it would be very nice to include it at the front of the university centre instead as an expansion. We looked at how much things would cost, so the entire expansion would be around $45 million. So now we are getting into how each room would look. So it would be very good to have a steering committee on council to help things move along. The university agreed that no student would pay for the expansion until the centre is open which is really great. We are getting all the agreements put together, so having a committee on campus would really help, especially in bringing ideas to council about the stuff we do at consultation.

Questions:
Charissa:
What are the plans in terms of engaging students beyond the committee?

Fahd:
Right now it is through you and your constituencies, but also through social media.

Charissa:
Is there a reason why you didn’t include any requirements in terms of the members that it can comprise of?
**Fahd:**
I wanted it to be really open because this is for all students. So it should be an open committee. It is in no way a political issue, it's more about what we as students can build for future students.

**Debate:**
None.

Motion passes.

d. **Motion to Strike Student Issues Action Ad Hoc Committee**

**PRESENTATION SUMMARY:**

**WHEREAS** outlined in the CUSA Policies, the Student Issues Action committee shall work on issues that include but are not limited to: housing, health care, tuition increases and other social concerns students may share.

**WHEREAS** the committee shall work in conjunction with the CUSA executive to create position papers in response to government policies on various student issues.

**WHEREAS** as outlined, the Vice President Student Issues shall be the chair of the committee.

**INFORMATION TRANSFER**

**BE IT RESOLVED** that Council strikes the Student Issues Action Committee.

Motioned: Alex Noguera  
Seconded: Lauren Konarowski

**Lauren:**
The idea is that Alex wants councillors and students to be engaged in these programs, and to find out what your constituents need or want to see in these events, so it is important that we all get involved.

**Questions:**
None

**Debate:**
None
Vote:
Unanimous

Motion passes

e. Motion to Strike and Fill the CUSA Clubs and Societies Committee

PRESENTATION SUMMARY

WHEREAS the Clubs and Societies Committee meets to consider funding applications for the Clubs and Societies Fund, as outlined in Bylaw X.

WHEREAS according to Bylaw X 3.1 the C&S Fund Committee shall consist of the following voting members:
   a. The CUSA Vice President Internal
   b. The CUSA Vice President Finance
   c. Clubs and Societies Commissioners
   d. 1 CUSA Councillor
   e. Four delegates, two from Clubs and two from Societies elected at the Fall Introduction Meeting from the Clubs and Societies that receive the highest number of votes.

WHEREAS the four delegates will be elected this Sunday at the Fall Introduction Meeting, and funding week will follow.

INFORMATION TRANSER

BE IT RESOLVED that the CUSA Councillor position for the Clubs and Societies Fund Committee be elected.

Motioned: Lauren Konarowski  Seconded: David Andrews

Lauren:
As mentioned before, funding week is next week, we do need councillors to sit on this committee, and it is quite time consuming and a big commitment. So next week clubs and societies will be giving presentations to the committee for funding. The presentations are from Monday to Friday 9-5, so it is a big commitment, quorum is 5 so it is important that you show up.

Questions:
Cody:
For the elections on Sunday, when and where is that.
Lauren:
So it is not important for council. I have already reviewed nominations from clubs and societies through email.

Cody:
If we want to be on the committee how do we do that?

Lauren:
You’ll have to nominate yourself.

Lauren:
If you are not chosen for the committee as a councillor, and you are a part of a club or society, you can talk to your rep.

Debate:
None.

Vote:
Unanimous

Motion passes

Nominations:
Oliver:
I nominate Cody Nicoll

Matt:
I nominate Jessica Beaudouin-Walker

Cody:
I am pretty involved on campus with the Clubs & Societies, I know what clubs are looking for depending on what they are. I want to represent council, and I want to make sure that clubs get what they need but not have it abused.

Matt:
Jessica brings experience to the table, and she is able to build consensus, she is also all around committed to attending events, and she is flexible with meeting deadlines. For those three reasons I think she would be excellent for this committee.

Charissa:
Are either of the nominated on a club and society?

Cody:
I am president of the Movember committee.

Matt:
I believe she is part of one.
NEW MOTION BROUGHT TO COUNCIL:

WHEREAS The Constitution states that CUSA provides value to our members through transparent and sound financial management and that we respect that undergraduates are the owners of the Association and the primary reason for our existence.

WHEREAS the fiscal year begins in May of each year and we will reach the halfway mark in October.

WHEREAS audits do not provide Council with up-to-date information regarding the organization’s finances.

WHEREAS Bylaw IV 4.1 c. states that the Vice President shall be responsible to Students’ Council for the presentation of regular financial statements and such other financial statements as may be requested by Students’ Council.

WHEREAS Council, in addition to the legislative body of the Association, acts as the organization’s Board of Directors and is responsible for: ensuring the purposes of the corporation are properly carried out, ensuring the corporation’s financial stability, setting the corporation’s long-range objectives and strategic plans and being responsible for all aspects of the corporation’s operations (Section 21 Ontario Not for Profit Act, 2010).

WHEREAS we are entrusted to represent the interests of students and have the opportunity to actively engage in the governance of the Corporation.

Be it resolved that, beginning at Council’s October meeting, the Vice-President finance submit written reports to Council that include financial statements on a bi-monthly basis.

Mover: Ruth Lau-MacDonald  
Second: Debbie (GSA)

Sophie: (Ruth proxy)
It states in the bylaws that this is required, and it is important for the executives to present this information to council so that they know what is going on with the finances, Its important for making sure things are not politicized, and to keep track of grants. Lastly, the last two budgets included over spending on executive spending for travel, and as of now there is no oversight on this issue.

Questions:
Ash:
It says a bi-monthly basis, but we only have council meetings on a monthly basis.

**David:**
It means every second month, not twice in a month, its okay I thought the same thing when I read it.

**David:**
So would that not be the purpose of the financial review committee? As well, October is half way through the fiscal term, but in terms of funding, it will skew the numbers. Also, having the convenience store open during the summer is not what most students associations do, and so during the school year is our rebound period, so showing the loss every year it will cause people to ask for it to be shut down.

**Sophie:**
I think that the purpose is just to have a more transparent and consistent update for the council members for what is happening with the budget.

**David:**
I do think that the purpose of the financial review committee is exactly for that. So issues with the budget is something that would be brought up during that committee meeting.

**Sophie:**
The financial review committee hasn’t met yet.

**David:**
It has not met this month, but Victoria did call for it, however we didn’t reach quorum, We are having one on the 27th.

**Debbie:**
How often does the committee meet?

**Lauren:**
The idea of this committee is the same as this motion. You can attend the committee meeting if you are interested in this sort of thing. The committee allows us to not have an hour-long financial review during our meetings.

**Charissa:**
Would you say that since part of councillors responsibility is to have oversight over the corporations matter, and because we’ve had a historical problem with reaching quorum at the committee meetings, having the report here at council would allow us to see financial things at a glance rather that all at once?

**Sophie:**
Yes that is a good point to the purpose of this motion.

**Debate:**
**Lauren:**
I understand the reason behind the motion and I don’t disagree that it is important to review these things. But if we wanted to move what happens at the committee to the
council, it would make the committee redundant and so it would be cut out. Also it is efficient to have the reports in the committee rather than here in the meetings.

**MOTION TO ALLOW MOTION TO BE VOTED ON**

**Vote:**
Majority in favour

Motion to allow motion passes

**Vote on motion:**
In favour: 4
Against: 8
Abstain: 7

Motion does not pass

**MOTION TO ALLOW ANOTHER MOTION**

**Vote:**
Majority in favour

**NEW MOTION BROUGHT TO COUNCIL:**

WHEREAS CUSA members continue to pay into the Canadian Federation of Students annually.

WHEREAS CUSA Service Centres and Office Space do not currently stock and distribute CFS Campaign materials related to anti-oppression, anti-tuition and other socially relevant campaigns.

Be it resolved that, by Council’s October meeting at the latest that CUSA spaces begin supplying and distributing this campaign material in the relevant service centres as long as members continue to pay CFS dues.

Mover: Charissa
Seconder: Debbie

Charissa:
Following from the discussions earlier, seeing as we pay into CFS and are receiving hardly any services from, this would allow at least some of the money to be put to use.

**Questions:**

Ash:
Is there anything right now to having CFS material being distributed throughout CUSA’s spaces?

Cody:
Is there nothing being distributed as of right now?

Fahd:
So the operating policy is that if a club has requested it, we will provide the information to the CFS and get it. But we have focused on the local campaigns to not flood students.

**Cody:**
So the money that is allocated is sitting in an account?

**Fahd:**
No, they are service fees, they don’t change even when we ask for services.

**Cody:**
So what happens to that money?

**Fahd:**
Good question. The CFS doesn’t actually provide a full audit. In the news there was an account that was discovered that hadn’t been audited in 5 years. They are currently under investigation from the CRA.

**Sophie:**
In regards to distribution and local campaigns, why not just combine them?

**Fahd:**
They are different campaigns. They are different marketing. The practice has been focusing on specific campaigns; we are trying to market simple campaigns, and not overly large ones to make sure there is engagement.

**Sophie:**
You already stated that CFS has a lot of similar campaigns, so I am going to come back to why not combining them?

**Fahd:**
I will give an example with the No Means No and the Beforeplay ask campaigns. Their marketing strategies are very different. No Means No is very key about reinforcing consent, but the Beforeplay ask is all about taking a lighter approach to things. If we brought this to council you would essentially be doing our jobs for us. It is great that on campus we have both of these campaigns.

**Debbie:**
Who decides what is local and what isn’t? Because, personally, if there is anything addressing anti-blackness, I don’t actually see the difference between separating Carleton students dealing anti-blackness, which we do every single day, versus what the CFS is doing as a campaign, so I am trying to understand why there’s this pick and choose or who has access to what, and which service centres have access to what, cause we can get access to another campaign to support what we are doing. So why is there this “we do our own thing, they do their own thing”, cause two things can work together to make the message stronger. I just don’t see why the two are separate.

**Fahd:**
If students were looking for a campaign around anti-blackness is can be brought up and done for sure. But it’s about a brand image, CFS’s brand has been deteriorating, so if we can separate our brand from theirs and not associate our campaigns with theirs then it is in our
best interest to do so. Its not that we do not support the campaigns, they are great, but unfortunately over the last few years there has been many red flags around the CFS. So I want our CUSA brand, which is highly regarded in the Ottawa community, to not be associated with a negative brand such as CFS. As of right now, until we see these things improve, we should not jump ahead and approve this.

**Debbie:**
So are you going to talk to the service centre coordinators about this? Because they don’t know anything about this, and we cant be left to do things on our own.

**Fahd:**
Thank you for that feedback, and that is something that I will take back to my executives.

**Sarah:**
Will there be any fees on top of what we already pay to the CFS if we order materials?

**Fahd:**
Posters and buttons are free.

**Greg:**
I am an employee of the CFS, so these things would be delivered to the school for free. In your mind, is there a large brand differentiation between pop the stigma and the current mental health campaign from the CFS and why can’t they be combined?

**Fahd:**
I already made a statement about our position on the brands.

**Greg:**
Are you okay with the money that is being spent on the CFS and the materials not being used?

**Fahd:**
The materials can be accessed, but we choose not to use them, there are 4 different schools that have adopted the pop the stigma campaign because they enjoyed the approach that we took to it. Maybe the CFS campaign is better than ours, and I need to take the time to look at them. But right now, I am not willing to use their brand.

**Debate:**
**Greg:**
We already pay for these services all we are asking is that these materials be provided in the service centres.

**Mona:**
Speaking in the terms of a service centre coordinator and councillor, I have never been told I cannot give these materials to students, but why would I provide them when I can give my own campaign materials to students. These buttons not only say the campaign but also have the CFS log on it, so we can’t hand these out when we just signed a letter saying we condemn it.
Debbie:  
If am a correct, this is an issue of supplementation, so you’re going to add the issue of having CFS materials available in the service centres office. If people want to focus on their local campaign that’s fine. If the issue is that CFS brand isn’t taken well, then we need to be aware of the organizations that we critique. We should be having a discussion about campaigns.

Sophie:  
I just think that there is a bit of inconsistency from the arguments that I hear such as reforming CFS and working with them in regards to the letter that was brought forward, but we do not want to associate with their brand. So shouldn’t we just cut off from them? It’s redundant to be paying for these services, and its one thing to be provided with these materials, and another to have to ask for them.

Austin:  
If we want to make an effective change, getting water bottles doesn’t do anything. If we want to make an effective change, we should go out and get those 6000 votes.

Lauren:  
To clarify, in terms of inconsistencies with the statements, both statements are very similar to each other, and they are after the same goal.

Mona:  
I don’t understand your argument, Sophie, if it was as easy as just voting in council it would have been done by now. It’s another critique of the CFS in that they have made it hard to leave. We are paying all this money and we do not know where it is going, it is not just buttons. We are paying to support the brand, so we should not be advertising their brand either.

Cody:  
To reiterate, we are arguing about 300,000 dollars over buttons, we should be arguing about the money, and where it is going. There is 300,000 dollars coming from the student body and going to the CFS and it is not being shown. We should be worried about where our money is going.

Debbie:  
On the topic of de-federation, it is difficult, but it is not impossible. So for a campus that enjoys sustainability it is absolutely doable. There has been 5 years worth of talk about this, that’s 5 years of trying to get the 6000 votes. So lets put together committee for de-federation.

Charissa:  
All these points are very good; so bring a motion forward if you want something to be done. But what I have heard is that, if we are not de-federating, we should be getting the materials that are provided to us.

Vote:  
In favour: 9  
Against: 10  
Abstain: 3
Motion fails

16. **Adjournment:**
   Moved: Mona    Seconded: Isabella

Motion passes

Meeting adjourned @8:31pm
CUSA COUNCIL MEETING MINUTES
October 20th, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
# CUSA COUNCIL MEETING ATTENDANCE
October 20th, 2016@6:00pm

<table>
<thead>
<tr>
<th>Position</th>
<th>Councillor</th>
<th>Proxy(print name)</th>
<th>Signature</th>
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<tbody>
<tr>
<td>President</td>
<td>Fahd Alhattab</td>
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<td>ABSENT</td>
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<td>Vice President Finance</td>
<td>David Andrews</td>
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<td>Vice President Student Issues</td>
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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice Presidents’ Report
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President Student Issues
   d. Vice President Student Services
   e. Vice President Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Constitutional and Policy Review Committee
13. Items for Information
14. Question Period
15. Other Business
   a. Recommendation from the Constitutional and Policy Review Committee: Motion to Amend Bylaw IV
16 Adjournment
CUSA Council Minutes
7th CUSA Council Meeting 2016-2017
October 20th, 2016
Robertson Hall, Room 608 @6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:16 pm

1. **Announcements and Correspondence:**

   **GSA**
   GSA would like to acknowledge the Sexual Violence Policy. The GSA has a meeting with the labour union allies to discuss a joint response to the open letter. It looks like each organization will be filing their own letter due to disagreements over opinions. We are publishing our own as a guideline to what others should do. GSA hosted presidential debate event at Mikes place, great turnout, looking for an even better turnout for the election itself.

   **RRRA:**
   We reviewed the ten-page open letter written by Caitlin Salvino and others outlining the policies that are lacking in the Sexual Violence Policy. The writers of the letter recommended 5 new policies to be implemented to better protect students on campus. I will pass this letter around for everyone to sign. It is really important that we acknowledge the weaknesses of our policies on Sexual Violence. It is important that we stand up to this issue.

   **Ruth:**
   I have been volunteering with groups on campus such as the GSA, for the Fight the Fees campaign. There will be a rally at 10am on November 2nd. This is something that CUSA has endorsed so it allows constituents to get in communication with their councillors. There are looking at reducing interest rates. At the end of the day it is about post secondary being a right and not a privilege. I have some promotional material that you guys can grab if you want. Or you can contact Greg Owens who is a representative of the CFS.

   **Isabella:**
   Office of the Dean of Science is having their second science social on the Monday after reading week. It’s a good opportunity for all students to get involved with other students on campus. Many activities. All the money donated through the garage sale will go to the Dean of Summer Science Research Internship (DSRI).
RRRA:
If anyone is looking for the 5 recommendations they are on the 3rd page of the open letter.

2. Approval of the Agenda:
MOVED: RRRA  Seconder: Ash Courchene

Motion passes

3. Approval of Past Minutes
MOVED: Abrar Rahman  SECONDER: RRRA

Motion passes

4. President’s Report:

Ongoing Projects:
- Henry’s to receive a facelift with a grab and go add-on
- Sarkany Group Consultations – Service Centre Value Props, Metrics and Score cards for improvements – in collab with Airloop
- Policy and Governance overview – Elections and Corporate changes
- Student Union Building Concept Design Consultations – Phase 2 is progressing
  - Concept designs draft 1 completed
  - Began Marketing Campaign designs
- Financial Literacy Month in November with CUSA Awards Week
- Day of Action: Fight the Fees – November 2nd
- Kicking off Yearbook #2, 75th Anniversary Addition
- Review of Sexual Violence Policy

Past Month
- Colonel By Classic - Ravens Won!
- Panda Game! – Ravens Won!
- CASG Meeting
- GSA Meeting
- RRRA Meeting
- Hatch – New Agreement with LTW providing student co-horts with $1500 grants

In the Office:
- Staff appreciation and bonding events
- Improving reporting systems, tracking, and
- Internal Board Room completed
The Month Ahead:
- More SUB work!
- BOG retreat
- Clubs Week
- Business Loyalty programs
- A LOT 😊

5. Vice President Reports:
   a. Vice President Finance

Ongoing Projects:
- Auditor rotation
- Business updates
  - Henrys – Coffee island for grab n’ go theme, nutritional supplements
- CUSA’s yearbook (The Raven)
- Reviewing financial state of CUSA departments
- Student Union Building

In the Office:
- Clubs and Societies Funding presentations – September 26th- 30th
- C&S professional development day presentation – Sponsorship
- Received proposals and conducted interviews from multiple auditing firms
- Student Union Building Questionnaire

This Month:
- Awards Week Campaign
- Finalizing auditor’s decision to bring to council
- Decide outgoing sponsorship and
- Student Union Building Referendum Marketing Campaign

b. Vice President Internal Affairs

Past Month
- Clubs Conference – a huge success & learning experience.
- Funding week; average 714 dollars per club was given out, an increase from last year. Over 180 groups were funded, also an increase.
  - November Funding will be taking place. Applications open October 31st, close November 9th, presentations the 16th and 17th. Certain criteria to be heard.
- CUSA Day! “Take a Shot at Getting to Know CUSA” – A huge success!
- Professional Development: Clubs Town Hall, Tilt and Square, Fundraising Professionals, Accounting and online stores.

**Future Month**
- Graphic Design Workshop November 7th
- November Funding
- Clubs Week! November 21st; themed days.

c. **Vice President of Student Issues**

**Past Month**
Career Services Partnerships
Awards Week Planning
Moving towards Free Tuition Campaign Planning
Thrive Week

**Upcoming**
National Day of Action
Awards Week
Free tuition Campaign
Mental Health Framework Implementation

**This Month:**
- Awards Week Campaign
- Finalizing auditor’s decision to bring to council
- Decide outgoing sponsorship and
- Student Union Building Referendum Marketing Campaign

d. **Vice President Student Services**

- Meet the Coordinators contest & Paintball Extraordinaire underway
- Women’s Only Gym Hour Campaign set to start after reading week
- New Peer & Academic support program coming January from the HWRC
- Helped Lauren with Human Resource Committee bylaws

e. **Vice President Student Life**

**Past Events:**
- Rockstar Live Karaoke
  - Students really liked it! Next time we will try it on Friday night to allow more students to come
- Panda Game
  - Carleton tickets sold out! 3rd straight victory, can’t stop won’t stop
- Atrium Video Games
Great turnout. For future events, we will partner with the SEO to purchase the consoles/TVs ourselves. Cheaper in the long run and can hold events more often

- Sex Toy Bingo
  - Massive Turnout. $3500 more revenue at Ollies than a normal Wednesday

- Colonel By Classic
  - Carleton crushed UOttawa 6-2. Turnout wasn’t as great as expected, but a lot of the foundation has been laid to see it grow every year in the future

Ongoing Projects:
- Escape Room on Campus
- Special 75th Anniversary Programming

Upcoming:
- Drake Night Nov 3 - Ollies
- Craig Cardiff Nov 8 - Roosters
- UFC 205 Nov 12 - Ollies
- Beyonce Night w/ Vaginas Against Violence Nov 21 - Ollies

6. **RRRA Report:**
Couple of things being working on. Bike program up and running. Social Justice event being held on November 3rd. Received emails from 50 different MPs about getting involved with the model parliament program.

7. **GSA Report:**
Report was made in announcements and correspondents.

8. **CAGS Report:**
Chloe:
Finally hired chair and secretary. Shawn Humphrey is our chair. Effrey is our secretary. First meeting on October 12th, approved presidency motion so I am now the official president. Passed our budget and started our committees.

9. **Senate Report:**
CAGS:
Not able to attend last meeting but spoke with secretary of senate, and they are still in the process of filling committees that do not have student representatives, if you have any questions about this, email senate secretary.

10. **Board of Governors Report:**

President’s 2016-17 Goals Approved
Approval was given to the President’s goals for 2016-17. The goals include:
1. Maintain current enrolment level with possible adjustments for formula changes
2. Achieve strategic plan goals
3. Complete construction projects
4. Ensure success of 75th
5. Continue to achieve fundraising campaign goals

**Strategic Plan**
- President Runte provided an update on the status of the implementation of the 2013-2018 Strategic Plan “Collaboration, Leadership and Resilience: Sustainable Communities – Global Prosperity” and the Strategic Mandate Agreement process.

**Sexual Assault Violence Policy**
- As a follow up to meetings held last year and this September to seek input from campus groups on the draft sexual violence policy, Suzanne Blanchard, Vice-President (Students and Enrolment) advised the Board that a new draft will be posted for comment on the web site in early October.

**Office of the Vice-President (Finance and Administration) - Finance and Audit Committee Report**
- Vice-President Michel Piché presented a series of financial reports to the Board that were approved, including:
  1. Audited Financial Statements for the year ended April 30, 2016
  2. 2015-2016 Financial Report to the Board
  3. Audit Findings Report for the year ended April 30, 2016
  4. Management and Independence Letter

**Office of the Vice-President (Research and International)**
- Vice-President Nimal Rajapakse briefed the Board about research rankings and reputation, which included:
  1. The overview addressed various international ranking instruments including Times Higher Education, QS, Shanghai and Canadian rankings such as Research Infosource and Maclean’s.
  2. The 2015-16 Carleton University Research and International Year in Review report was also presented to the Board.

**Office of the Vice-President (Students and Enrolment)**
- Vice-President Suzanne Blanchard presented an update report on undergraduate and graduate enrolment. The report noted:
  1. The 2016-17 budget had projected a decrease of one per cent in full-time first-year students on November 1, 2016.
  2. Based on current registrations, the university is projecting that the new first-year, full-time November 1 enrolment will increase by 1.9 per cent.
  3. It was stressed that it is still early in the term and there may be some fluctuation in that number.
  4. Activities undertaken to support Student Success and Student Experience, and Co-op and Career Services and on-campus employment were also highlighted.

**Faculty of Engineering and Design – Capstone Projects**
- Rafik Goubran, Dean of the Faculty of Engineering and Design, presented background information about the successful Capstone projects offered by the Faculty of Engineering and Design:
  1. Capstone projects are mandatory four-year one-credit course between September and April.
  2. Student teams (3 to 25) develop professional-level experience by applying previously acquired knowledge to a major design project.
  3. Project examples include: Fixed-Wing Uninhabited Aerial Vehicle (UAV); High-Performance Housing Project; Crash-Test Dummy; High-Performance Housing; Motion Simulator Project.
  4. Opportunities for students were highlighted along with partnerships with industry and donors.
Department of University Communications

- Don Cumming, Director of the Department of University Communications, highlighted examples of communications support provided to support awareness of:
  1. New programs, services, facilities and funding
  2. The Throwback Weekend celebration
  3. The new documentary “Dream Girl” produced by Journalism graduate Komal Minha which was previewed at the White House
  4. Carleton’s student and alumni athletes participating at the Rio Olympic Games
  5. The new Carleton-led Eastern Ontario Task Force initiative focused on collaboration with postsecondary institutions and municipalities in Eastern Ontario.

Upcoming Meeting
- The next Board of Governors meeting is scheduled for December 1, 2016.

**Ruth:**
Point of clarification. Would the other 2 student members on the board be able to make a report during council as well?

**Chair:**
Yes they can.

**Ruth:**
Also, there are updates posted on our Facebook group for the board of governors from our student representatives.

**Sarah Garlough:**
Who is in charge of the senate report?

**Chair:**
I believe it is Fahd. They have not yet met.

**11. Constituency Report:**

**Yannick:**
The engineering faculty painted the yellow structure in the engineering quad pink for breast cancer awareness. We are also doing a Movember campaign, so things are going really well.

**Julia Parsons:**
The political science society has now opened up for model parliament, so if any FPA students want to sign up please do.

**12. Committee Reports:**

a. **Constitutional and Policy Review Committee:**

**Ruth:**
Excited to say that we now have 13 voting members on our committee, we haven’t had our meeting for the fall yet. Many projects on the go. During the
summer, we hosted a presentation from Dina. We looked at the amendments to the electoral code before it was presented. We met on September 30th, but we didn’t come to a consensus. But we do have 2 members who are building a survey for students about feedback on how the constitution should be changed. The motion we are bringing forth today is the second of the year. For projects coming up, we are looking at the HR policy and the conflicts of interests policy, and the council terms of references, council officers terms of references. I always post a doodle poll before the meeting on when it is to best be held. More info on Facebook page.

Financial review committee:
We had our meeting 2 weeks ago. Facebook group created, link will be sent out to council. We will be having a meeting in 3 weeks.

13. Items for Information:
   Ruth:
   Regarding the comment made about the role of the financial review committee during the last meeting, there are 6 points that outline the finance review committee’s roles. Only one of the sub points outlines the review of the financial statements. It exists to recommend the allocation of funds and looks at contracts, financial structure, and financial expenditure of funds. Examining monthly statements is a really small part of that. Also, when they do not have quorum it is hard to get engagement on this issue. So their purpose is not to review financial statements.

14. Question Period:
   Julia Parsons:
   To CASG, I was asked to be apart of the senate committee last year, and when I joined, nothing happened, so is there supposed to be meetings?

   CASG:
   We don’t really know, its not our committee, we were just asked to find students for it, but they never followed up after that.

   Yannick:
   For David about the budget. What is the difference between salary, wages, and executive honorarium?

   David Andrews:
   Executive honorarium is the money that is split between the executives. The wages is the part time staff – so students. And the salaries are for full time staff with
benefits – general managers, accountants, business managers, service managers, etc.

**Yannick:**
The 2015-2016 budget is not on the website yet.

**Lauren:**
We are actually overhauling the website right now so some things may not be posted until that is done.

**Julia Parsons:**
CPRC, I found lack of clarity around dates. Is there a way we can ensure that there is always 10 days notice before meetings?

**Ruth:**
So our meeting date was posted on CUSA online, but if you’d like more clarity on where to find the dates it can be posted on the Facebook page as well.

**Charissa:**
So that meeting was just an ad hoc meeting, it wasn’t specifically for CPRC.

**Ruth:**
I had proposed holding an emergency meeting, but the only person to respond to the doodle poll was Lauren. So it is really challenging to get feedback. Next time we schedule the meeting we will make sure it is clearer. We struck a number of committees last time so I just wanted to follow up on that. By a show of hands, which members of council are not on a committee?

**Lauren:**
Each member of council has to sit on at least one committee and have voting status on the committee. All the committees struck last council were the ones that fell under the specific executives roles and it is up to them to strike their first meeting.

**Ruth:**
Can we make sure that all the standing committees can be put on the agenda as well so that students do not have to sift through the minutes to find them?

**Chair:**
RRRA and CASG don’t have to be on committees.

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15. **Other Business:**
a. Recommendation from the Constitutional and Policy Review Committee: Motion to Amend Bylaw IV

WHEREAS Bylaw IV 4.1 subsection c. currently states that the Vice President Finance... “Shall be responsible to Students' Council for the presentation of regular financial statements and such other financial statements as may be requested by Students' Council.”

WHEREAS the term “regular” lacks specificity.

WHEREAS the subsection is unclear as to the duties of the Vice President Finance.

WHEREAS the Constitution and Policy Review Committee has reviewed the Bylaw and, in a unanimous vote, proposes the following amendments:

Be it resolved that Bylaw IV 4.1 subsection c. read that the Vice President Finance... Shall be responsible to Students' Council for submitting financial statements every two months and such other financial statements as may be requested by Students' Council.

Amended to read: Shall be responsible to Students’ Council for submitting written income statements every two months and such other financial statements as may be requested by Students’ Council with public notice given.

Mover: Ruth Lau-MacDonald Seconder: Jessica Beaudouin-Walker

Ruth:
I think that David is very focused on details and I thank you for being so detailed in your presentation. So what we had envisioned with this motion is that you would submit a report in writing, and it would be up to council to review it and bring up question in council, or financial statements that summarize where major lines were. The committee felt that this needed to be more specific. Once every 2 moths is appropriate to have a report done. This guarantees that things are transparent and won’t allow for taking up too much time.

Questions:
Justin:
You mentioned for David to have to show something to council about changes to major financial statements, but what is the importance of this if council doesn’t understand the statements?
**Ruth:**
I envisioned that the statements are summaries of the budget allowing council members to bring up any questions about it in council.

**Julia Parsons:**
David, when I read every 2 months, I was wondering where that came from and what you think the timing should be.

**David:**
This is meant to just keep up to date with where money is going based on projects/galas/events. You may notice that numbers will fluctuate a lot during the 12 months because of seasonality. So I think it will just be updating why the budget is the way it is. I think the best thing about this is that it will motivate people to come to the financial review committee.

**Julia Parsons:**
Is that number good for you?

**David:**
For me it is fine. I enjoy doing it. For an incoming VPF, it might be difficult in the summer to give updates on the updated numbers when they might not understand everything right away. Rod mentioned he’ll be willing to work with them in that situation.

**Ruth:**
Sophie is also willing to help with a new VPF that is struggling with it.

**Debate:**
**Charissa:**
I’d like to propose an amendment. There should be public notice so that councillors have time to review the statement before council. So public notice needs to be added to the last line.

**David:**
The difference between what I showed and budget is that it was the income statement, not the budget, which is what we forecast for the cost and revenue for the year. The income statement has all the same information as the budget, but it includes the actual money that was spent and gained. So my amendment is to include the word Income, instead of just financial statements.

**Charissa:**
I think its best to have that as a separate amendment.
**Vote on Charissa’s amendment:**
21 in favour
0 against
0 abstain

Amendment passes

**Debate continues on original motion:**

**David:**
I really encourage this motion so that we can have more engagement at the financial review committee. Many councillors don’t know how to read it, so at the meeting we will go through how to read something such as that. Being able to narrow things down makes it much easier for council members, so I would like to amend that we strike financial statements and write written income statements in the be it resolved.

**Question on David’s amendment:**

**Julia Parsons:**
Would income statements just be the money that is coming in, so you wouldn’t have to show money that’s being spent?

**David:**
Any money that is being spent will go through the income statement.

**Charissa:**
Would income statements be the same thing that you presented today?

**David:**
Yes.

**Charissa:**
What other types of financial statements would there be?

**David:**
There are many statements, but this is exactly what the motion is getting at. We would be presenting the updated numbers that include expenses, salaries, rent, etc.

**Victoria:**
Having income statements specifically says that it will be updated spending. There are so many different types of statements so this clarifies for future VPFs what exactly they have to present.
Ruth: Could David explain the difference between income statement and cash flow statements?

David: If you want to see both that’s okay, but the cash flow statement is a little harder to show because it has depreciation and they move things around quite a bit. It definitely complicates things for the everyday person. However, the income statement will reflect the changes to the budget.

Debate on David’s amendment:
Ruth: I think leaving it to financial statements would allow a VPF to have discretion over what they think is more appropriate to bring forward.

Lauren: I think the more specific the better because it doesn’t leave anything open up to interpretation for incoming VPFs.

RRRA: Do we really need every 2 months?

Ruth: 3 months is too long since it is almost a semester in length and 1 month is too close.

Victoria: Cash flow statements leave out a lot of info and income statements are exactly what need to be presented.

Yannick: It makes sense to include the amendment because the rest of the motion allows things to be brought forward.

Ruth: I think that that amendment would change the spirit of the motion.

Vote on David’s amendment:
In favour: 17
Against: 0
Abstain: 5

Amendment passes
**Vote on main motion:**
In favour: 23
Against: 0
Abstain: 0

Motion passes

**16. Adjournment:**
Moved: Isabella    Seconded: Abrar

Motion passes

Meeting adjourned @ 7:52pm
CUSA COUNCIL MEETING MINUTES
November 21\textsuperscript{st}, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice Presidents’ Report
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President Student Issues
   d. Vice President Student Services
   e. Vice President Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a. Constitutional and Policy Review Committee
   b. Student Issues Action Committee
   c. Council Participation Committee
   d. Student Union Building Planning Committee
   e. Financial Review Committee
13. Items for Information
14. Question Period
15. Other Business
   a. Motion to Amend CUSA Documents Re: Elections
16. Adjournment
CUSA Council Minutes
8th CUSA Council Meeting 2016-2017
November 21st, 2016
Robertson Hall, Room 608 @6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:09pm

1. **Announcements and Correspondence:**
   None.

2. **Approval of the Agenda:**
   MOVED: Lily Seconder: Liam
   
   **Ruth:**
   Motion to amend the agenda. How many people on council were actually able to go through the motion and feel comfortable passing it? Okay, three hands. So I recognize we have a lawyer here, and I’d like to thank you for coming. I would like to motion to move up the motion to amend the Electoral code policy to before the president’s report.
   
   **Vote:**
   In favour: majority
   
   Motion passes
   
   **Ruth:**
   I would also like to move the electoral reform motion to the CPRC.
   
   Motion does not pass
   
   Motion passes

3. **Approval of Past Minutes**
   MOVED: Julia Parsons SECONDER: Liam
Julia Dalphy Abstains from vote.

Motion passes

4. President’s Report:

Sorry I cannot be present at Council today. I am in attendance at the CFS-National General Meeting, representing our motions of reform.

Ongoing Projects:
Henry’s to receive a facelift with a grab and go add-on

- Sarkany Group Consultations
  – Service Centre Value Props, Metrics and Score cards for improvements
  – in collab with Airloop Policy and Governance overview
  – Elections and Corporate changes Student Union Building Concept Design Consultations
  – Phase 3 is progressing
    • Concept designs draft 2 completed
    • Began Marketing Campaign designs
    • Approved Building Site by Building Committee
    • MOU with CU admin and GSA
    • Website with information is up
    • Forming YES committee

Financial Literacy Month in November with CUSA Awards Week
Kicking off Yearbook #2, 75th Anniversary Addition
Review of Sexual Violence Policy – Administration has released their response.
Hiring new Hatch Coordinator -

Past Month:
Day of Action: Fight the Fees – November 2nd
Senate meeting – Students who withdraw classes it will now be shown on their transcript as a withdrawn course
GSA Meeting
RRRA Meeting -

In the Office:
Staff appreciation and bonding events
December 9th CUSA Staff Christmas Party – All councilors are invited!
Improving reporting systems, tracking, and

The Month Ahead:
SUB referendum - we need all the support from different councilors
Study Snacks

5. **Vice President Reports:**  
   a. Vice President Finance

   **Ongoing Projects:**  
   Auditor rotation  
   Student Union Building Consultations (Clubs, organizations, on the floor)  
   Sponsorship  
   Financial Literacy Month

   **In the Office:**  
   Clubs & Societies; Societies Funding Week  
   SOACH – Complete.  
   Kaplan  
   Yearbook Sponsorship ($15k thus far)

   **This Month:**  
   Student Union Building consultations  
   Student Union Building class talks  
   Auditor rotation brought to next council

b. Vice President Internal Affairs

   **This Past Month:**  
   - SIF  
   - Clubs and Societies November Funding  
   - Clubs Consultations for the Student Union Building  
   - Worked with Caza Saikley  
   - Currently Clubs Week!

   **Upcoming:**  
   - Night with a Dragon, Friday evening at 6pm.  
   - Council will tentatively be the first week of December, probably towards the end of the week.  
   - SIF will be having its final sitting in December  
   - Hiring CEO DEO  
   - Exams!!
c. Vice President of Student Issues

Past Month:
National Day of Action
Financial Literacy Month
Student Union Building Atrium Consultations

Upcoming:
Student Union Building
Sexual Violence Policy Discussions
Exam Support Program

d. Vice President Student Services

Held meeting with Jen Sugar of Student Affairs and Jennifer Brenning of Athletics to discuss options for the Women's Only Gym Hour. They understand the motive of the campaign was to gauge interest and see what it is we would be asking if there was enough interest. Athletics admitted their biggest challenge was space and money. We all agreed that we can look at what options exist to keep costs down, facilitate this need, and implement during times that would minimize the impact of other male students wanting to use the gym. We will be holding meetings again to discuss all this in the near future.

- The Meet the Coordinators and Win contest closed, and Elizabeth Robsong Ordon was the winner of the $250.00 that was up for grabs.

- Applications for the Food Centre closed today. We will be conducting interviews for a new coordinator within the week.

- I began talks with the Centre for Aboriginal Culture and Education around funding for another Mawandoseg coordinator. I am hoping to negotiate terms within the next few weeks and have a new coordinator for next September at the latest.

e. Vice President Student Life

Past Events:
- Halloween Super Pub
  - Packed house for a Monday night
- Drake Night
  - Added business to a typically dead Thursday night
- Craig Cardiff
  - Change of mood from hectic elections
- UFC 205
  - Over $3400 in sales on a Saturday. Over 150 guests
Ongoing Projects:
- Student Nights with the 67s
- Capital Hoops Concert
- Escape Room on Campus
- Special 75th Anniversary Programming

Upcoming:
- Beyonce Night w/ Vaginas Against Violence Nov 24 - Ollies

6. **RRRA Report:**
   None.

7. **GSA Report:**
   Presented timeline to council members about student union building, the whole time line about when it’s being built and the referendum. We cleared up some confusion about the referendum including the fact that our members won’t be voting. The executives of the GSA do agree with the student union building but we do need more information about the project for our departments. The GSA council gave members time to discuss this issue thoroughly. As of now we feel that our council members have enough information to meet with constituents to relay information. The feedback that we are having about this event initiative is disgusting, to the point. So the November 2nd day of action was a success, good turn out, in 2012, the turn out was less than that. There may not have been as much outreach as we though there would be. So that is definitely an aspect that we could work on. There is an issue with the neuro-science department, anyone who is aware of this please help me fill this in. [Greg - Students and faculty in this department will be pushed out on March 1st. There has been very little consultation with the department itself. We would be pushed to Kanata for research labs. We are supposed to move into the health sciences research building in September. But the grant that the university got is only going to go through if they break ground on the current health sciences building before the end of the fiscal year. end] Grad wellness is going to start next semester every Wednesday. There will be activities and discussion groups. We are partnering with SAMH. We will be creating exam survival kits for students. With The FGPA we are continuously working with them to improve the completion time of PhD studies. Students in the social sciences department are being pushed to finish faster even though it is advertised as only being 4 years. As for international student immigration we are going to be having workshops to deal with the legal side of immigration next semester for these students.

8. **CASG Report:**
   Next meeting on Monday. Just introduced our interim VP academics. We are having elections for this position next semester. We have study snack coming up. Also, this
year we have a therapy dog coming in for 2 days.

9. **Senate Report:**
   No updates.
   Senate meeting this Friday from 2-4pm, its open for everyone to come.

10. **Board of Governors Report:**
    Building committee met and approved the site of our building and have agreed to the functional program study. The Sprott building concept has also been approved. It is really cool and it is probably going to be the coolest building on campus. The location is going to be in the parking lot in front of the architecture building. Hopefully our student union building will be in front and there will be a quad in between these buildings. The life sciences building, which the university got 14 million dollars from the government, has to go toward renovating an existing building. The building committee sets aside money for differed maintenance and Mackenzie building is on the list of buildings. So the life science building was not approved because they thought it was ugly. The one thing I really took from it was that our student union building is not ugly. So they are going to go back to the design stage. Now with this transition phase, students are being affected. I don’t think most of you know what the life sciences building is but the new design is to have 3 new stories and for it be all glass. There are many building projects on campus right now. There has been discussion on the board of governor’s elections and whether it is effective in incorporating student’s voices. Additionally Michael Bueckert has put a motion forward for student representatives to have oversight over the student elections, which is something that we support.

11. **Constituency Report:**
    Yannick:
    Faculty of engineering and design has our November fundraiser going on, we have a hockey game against Sprott on Friday from 3-4pm. Tickets are 3 dollars.

12. **Committee Reports:**
   a. **Constitutional and Policy Review Committee:**
      Meeting tomorrow, November 22 at 6pm in UC 514
   
   b. **Student Issues Action Committee:**
      Meeting Wednesday at 5pm, email with location will be sent later.
   
   c. **Council Participation Committee:**
      Met last week. Came up with some internal activities, which will be done between council members, and external activities, which will be done between council members and constituents. I will present some activities to
you all through email with a poll.

d. **Student Union Building Planning Committee:**
   
   **Fahd:**
   We had a total of just Charissa show up. I think a lot of you have been hearing about this initiative. Lots of info online about this. We will be hosting another meeting later on. We have been working with council and student representatives to create a student management committee to have students from different faculties help to have the spaces be divided properly. We will be presenting a document tomorrow about top ten recommendations that we will be looking at moving forward with to bring to negotiations.

e. **Financial Review Committee:**
   
   We didn’t meet quorum last time, and what we went through was the financial statements of Havens. Basically just went through auditors and looked at which ones would be best to have for CUSA.

13. **Items for Information:**
   
   **Cody:**
   So the Movember initiative went really well and we raised a lot of money for the cause. We are going to have a yoga session next week as another fundraiser. We are going to have hot towel shaves on the 28th for 5 dollars. On the 30th there will be a wax off at Ollie’s in association with relay for life.

   **Charissa:**
   Student alliance for mental health is holding an event with members of parliament; details are on our Facebook page.

14. **Question Period:**
   
   **Ruth:**
   I’ve noticed in looking at past minutes that when the executives are reporting on things there is a lack of representation with the board of governors and the senate. So my question is how are our representatives going to engage better with the board and students on issues relating to the board, specifically the open letter regarding the sexual violence policy?

   **Fahd:**
   First and foremost we have signed on to the open letter and we think the recommendations put forward there were really good and we continue to support these recommendations. So kudos to Caitlin and the two others who helped to write
the letter. Alexandra has also been really involved with getting voices of students heard on this issue.

**Ruth:**
Will you be voting in favour of the sexual violence policy that the board put forward as it stands now? Cause it leaves out some very important recommendations that students feel need to be included.

**Fahd:**
I am sorry I do not know the details. So we will definitely be working with students on how to go forward. Based on what you said, we will not be voting for it.

**Fahd:**
A question to every councillor, a show of hands please. I would like to know how people feel about the student union building, if they would like to support it. Who here currently supports the process? For those that don’t, I would like for you to give me 5 minutes after council for you to give me feedback about things that we could improve on.

**GSA:**
Assuming the referendum passes, what exactly is going to be done with the existing space?

**Fahd:**
The exact breakdown is in the functional space program. Essentially about 35% of the space is being vacated and the rest in being kept. Once it is vacated it goes back to the university. For Example with CKCU, the space is pretty bad, and they have been pretty big advocates about moving to a student union building. And they pay rent. So if they can’t be in the new building they will look to have their space updated.

**David:**
27 dollars of student fees go to rent for things such as CKCU.

**Julia Dalphy:**
For the student union building, I participated in a consultation about the building via the engineering society, but I was never consulted as a council member. How come we didn’t do a consultation with council before it was brought to students?

**Fahd:**
There was a student union bundling committee and that was the consultation and no one came, so I was hoping to get councillors to that. We can have more consultation in the future, but most of the consultation that we have is done in
committees that just don’t get participation. However, we have been doing updates in the council reports.

**Julia:**
It seemed like it was on the backburner and now it’s just like it’s the referendum in a few weeks. If I didn’t have the consultation with the engineering society I wouldn’t be able to answer any questions. I feel like more could have been done to engage council about this.

**Fahd:**
If council would like, I can do a ten minutes presentation on it right now. Otherwise we can set up another committee.

**Julia Dalphy:**
I see the value in the committee but if it is a weak point then we shouldn’t be using it to get participation. We should be looking at specific avenues to force engagement. There was a week were we got 5 emails about committees, so it was pretty hectic.

**Fahd:**
I would ask council to go to the committees, as they are the specific avenue for engagement.

**Ruth:**
On that point, on context and background, I procrastinated and went through meeting minutes that were available from the past five years. There’s mention about the building but no reports on it. I met with you, Fahd, two weeks ago about the student union building and I had some disagreements, so I went to the GSA who actually found a letter of memorandum that Fahd wouldn’t sign unless council wasn’t on it. Why haven’t you included more members of the organization in the process?

**Fahd:**
No one has signed on to this letter of memorandum. I am a little uncomfortable about how you have a confidential agreement with the GSA. Lastly we were in a discussion with the university before you or the GSA entered the discussion. The way we saw it was that all those votes on the board of governors was an agreement, then the GSA asked for another one, so we said okay we will provide one. To the issue about why the line about council is not there, we never removed council from the process, it reads that only once council approved the building, would the university sign in on things, you get into a very slippery slope when you allow the university to decide our internal processes. The amount of times the University has done this is crazy, and many universities do it across the country. By me not signing off on this, it allows us to internally control this and maintain our autonomy as a
student association. It worries me that you are getting this feedback from the GSA and that they are sharing this with members while its still in discussion. If you want to know more info come see us and ask us questions. If you sign on as just CUSA council you are allowing them to decide what you can and can’t do. So I am upset about this.

15. Other Business:
   a. Motion to Amend CUSA Documents Re: Elections

PRESENTATION SUMMARY

WHEREAS Carleton University Student Association acting upon legal advice received, hired a legal policy analyst for the dates of July 1st until August 31st.

WHEREAS this analyst researched, interviewed and sought out professional legal help in drafting the revisions to the bylaws and policies surrounding elections.

WHEREAS recently, lawyers from Caza Saikley have been working with the documents and revising them.

INFORMATION TRANSFER

BE IT RESOLVED THAT CUSA Council accept and adopt the changes to the CUSA Bylaws and CUSA Policies referring to elections that the policy analyst, and lawyers suggested outlined in the documents sent to Council October 10th titled, “Bylaw III Constitutional Board – Final Edits,” “Executive Terms of References – Final Edits,” and the Electoral Code Draft sent to Council November 11th.

Motioned: Lauren Konarowski Seconded: Fahd Alhattab

Lauren:
We worked on these changes all summer and we are really looking forward to improving our election system. We have our lawyer here today from Caza Saikley who helped us with the electoral code. I would like to go through the code in order to make sure everyone understands the drafts.

Eric (Lawyer):
Hello everyone, thank you for welcoming me here today. I am a lawyer with Caza Saikley. I am an Ottawa U grad, but I will work to overcome my bias. I graduated in 2007 and I have been working with a judge for the supreme court of Canada with Caza Saikley. I’d like to explain my role as a lawyer in this process today, and I would like to explain the legal process that compelled the executives to make legal changes to the electoral code. My role
here is not to advocate changes to the electoral code. My role here is to explain the legal rational behind the changes. It is up to council to decide if these changes are appropriate given the consequences. So what happened was that there was a dispute that arose in the elections last spring whereby a slate of candidates was disqualified as a result of a conclusion made by the chief electoral officers where they acted against the code. A member of that slate won the race for the position he was running. He appealed to the election board and they overturned the ruling by the chief. So the disqualified winner was reinstated. The board overturned that position and concluded that the disqualified party had committed a fourth violation of the electoral code and was disqualified. The candidate brought this to the courts. Normally the courts do not care about what happens in the elections of a university, however there are certain situations where the courts will exercise power in our elections. So they exercised judicial review over the elections. When they do this it is limited to looking at 2 or 3 specific things. So in this case they looked at whether the constitutional board over went their jurisdiction. So usually any body will have a statute that outlines their power in the bylaws. So the court will look to see if the body actually has the power to make that decision. They also look at the procedural fairness of the situation. What this means is that there are rules made to ensure that the trial happens fairly for both parties and that each party has the right to speak to their defense. So if the court feels the decision making body has acted unfairly, AKA in contrary to natural justice, then the courts will step in and make a decision. That’s what happened this spring. The judge’s conclusion was that the decision of the constitutional board was a breach of constitutional fairness. The fundamental issue was that the third violation that the constitutional board found in its decision was a violation that hadn’t been publicized before hand in the voting day policy and not everyone knew it was wrong, and neither of the parties actually discussed it. No body had asked the constitutional board to rule on this new third violation, and since the appellants hadn’t brought it forward, the defendant didn’t have a chance to defend against it. So the court found this to be out of order and ordered that the candidate be reinstated. So the changes that we helped the executives draft was to clarify the jurisdiction of the powers of the parties involved. We are trying to strengthen the electoral process. It is not in the best interest of CUSA to go to court over this, as it is expensive so the issues should be dealt with internally. So that was the motivation behind the changes to make sure that the process is fair. So at this point we will pause for questions

Isabella (proxy):
Can you explain what the three violations in the case were?

Eric:
So the issue was that the candidates campaigned on Election Day in a class. So that was the first violation. I can't remember what the second one was. The third violation that was brought up was that the candidate who entered
the class room encouraged the students to vote on the computers that were in class. And that was the violation that the court deemed to be made up after the fact. Does everyone have a copy of the track changes?

**Council:**
No.

**Yannick:**
Is it possible for you to share that with everyone?

**Lauren:**
Eric, you can email it to me and I will put it up on the projector.

**Eric:**
So just a couple of cosmetic changes to the preamble, “CUSA is a democratic body”, before it said democratically elected. So in terms of changes from the original, so there are two further paragraphs in the preamble that have been moved from the preamble to a later section of the code. The first one is moved because it is a standard thing to have just general principles in the preamble that will guide the law. This paragraph is just defining the scope of the code so it should be a standalone. Same thing with the second paragraph. The changes to the definition are fairly minimal, the one term that has been added is the concept of electoral activities, which is meant to catch all the stuff related to campaigns. I suggest an amendment to make the fair elections part a standalone section since it was a mistake to keep it with the rest of the paragraph. There’s also a definition about what a fair election is.

**Ruth:**
There are differences between the copy I have and the one that you are reading off of, so when was the last time it was edited?

**Julia Dalphy:**
Which version are we voting on?

**Ruth:**
Exactly, have there been any changes since we got the version from 10 days ago?

**Eric:**
There have been no changes, the differences are formatting.

**Ruth:**
The differences that I see are formatting, but I am just wondering if there are any further edits to the content.

**Lauren:**
The version is the exact same, its just formatting.

**Eric:**
The original version I produced at work was on a different version of word than the one I am using here so there may be formatting changes. Moving on to section 3, the chief electoral officer, so just to take a step back to see the general changes in section 3.2.6, there has been some reorganization to rationalize the structure better. So the intent of these changes was to ensure the impartiality of the officers. The officers will be elected by council. Council may also remove the CEO by 2/3 majority vote for cause. The CEO may not hold any other position in the association except as a member. The stipulation behind these changes are to ensure that the candidate will not have any connections to council. At any time during the term of the position, the CEO shall disclose any conflicts of interest to the president to make sure that they avoid the appearance and reality of a conflict of interest. This is important because we need to ensure the fair process of the elections. So it is important to ensure that the appearance and reality of impartiality are covered. So this is there to put a responsibly on the CEO to flag any appearance of conflict of interest. The main duties of the CEO have also been moved to be made apart of one particular section. There have been some minor changes to make sure that the duties of the CEO are properly outlined in the electoral code to ensure fairness in the process. The voting day policy has been added to the code as well so that it is not a standalone code. Section 3.8 is just reproducing what was always there. 3.9 outlines the term of the CEO. 3.10 outlines that if the CEO cannot perform their duties the CEO will takeover the position. The decision to appoint a replacement is initially made by council, but the electoral board can also fill the position if council is unable to. 3.11 if no deputy officer is available to fill the position, a member of the association can fill the position

**Ruth:**
For 3.11, I think the person who is appointed should be made at the approval of council and the electoral code, what are your thoughts on that?

**Eric:**
So this is a residual provision, but this provision must follow the process from the original potential replacement candidate.

**Ruth:**
Should we make it more obvious to the lay member of the association?

**Eric:**
I see no problem in that if council would like to approve an amendment such as that.

**Yannick:**
Is the acronym DEO defined before the section?

**Eric:**
It does not so that probably needs to be changed.

**Julia Parson:**
3.8ii, what is tunnel authority?

**Chair:**
That is the tunnel cops.

**Lauren:**
This just outlines that if the tunnel cart drivers say you cannot stand in a certain place then you cannot, despite what the DEO says.

**Charissa:**
Section 3.1 says that the CEO is hired for the term of one year, but later on in section 3.9, it says that they are hired until April 30th. So I’m just wondering what they reason for that is.

**Lauren:**
Because CEOs are not just used for elections, they could be used for referendums. So a CEO elected in September could be kept on for an election

**Charissa:**
The issue is that that is not ‘a year’.

**Eric:**
So the issue here is that I am not sure how CUSA works, are there multiple CEOs for the year?

**Lauren:**
There is one CEO appointed per year.

**Eric:**
So my suggestion would be to remove the ‘one year’ term and just make the term till April 30th.

**Ruth:**
Is it your intention to have honorary members part of eligibility for CEO? Is it important to define the honorary members versus regular members?

**Julia Dalphy:**
What is the difference between those two members?

**Lauren:**
So it is defined in the constitution under article 5 of memberships. An honorary member is anyone who is deemed to be an outstanding contributor to the student’s association. The duration of the membership shall be at the discretion of the student’s council.

**Eric:**
From a lawyer’s perspective, the terms member and honorary member are distinct, so the reference to member in the electoral code would not include honorary member.

**Lauren:**
There is also a third provision about honorary members that outlines that they cannot hold positions within the association paid or not paid.

**Ruth:**
But it outlines that they cannot be a member, but if there are holding a position of office it does not mean that they are a member.

**Eric:**
In so far as the concern that an honorary member could be appointed to the position of CEO, which is a position office of the association, that provision says that an honorary member cannot be appointed as the CEO because that provision says an honorary member cannot hold a position of office in the association.

**Eric:**
Section 4.4.1 whenever CUSA council deems necessary they can appoint a hiring board. The term of the hiring board shall be fixed by council. Upon vacancy of the CEO or DEO position, council shall recommend three candidates.

**Julia Dalphy:**
Why does it say deemed as necessary, what is the criteria for that?

**Eric:**
The intent for that is to build in some freedom for council. There are situations where CUSA will have to appoint a hiring board for scheduled elections, which is when it is necessary. But if there is a situation where they needs to be an election outside of the usual elections times they can appoint one.

**Ruth:**
Would this enable members of the association to appoint a candidate without first bringing them to council?

**Eric:**
No because council must pick form the three candidates brought forward by the hiring board.

**Isabella (proxy):**
What is the process by which council approves one of the candidates?

**Eric:**
In section 3.1 it says the CEO shall be appointed by resolution, which is majority plus one.

**Julia Dalphy:**
Is it always 2/3 or simple majority? Like does resolution mean ½ or 2/3? Where is it defined?

**Lauren:**
Resolution is not defined in any CUSA document.

**Eric:**
The common practice is usually to have just a majority vote rule unless it says otherwise, such as 2/3 majority vote.

**Julia Dalphy:**
Can we have that outlined in the electoral code?

**Chair:**
Yes we should have that included.

**Eric:**
There also needs to be an amendment to section 5.1 about the same issue.

**Eric:**
Section 5. Council shall appoint, by majority vote, a candidate for the position of DEO officer. The same occurs for the CEO. The CEO can dismiss the DEO for cause. Whereas the CEO has to be dismissed by council. Section 5.4, at anytime during the term of the appointment, the DEO shall disclose to the president that they cannot perform their duties. The CEO shall perform the duties of the DEO if they cannot. Section 6. Electoral board, for every recall, or referendum recall, there should be a review board. 6.3 the members of the board shall be appointed from among the membership of the association, no member of council or executive can be appointed. The chair shall not make a vote on the recall vote. 6.5 quorum for the electoral board is 3 members plus the chair. Members are entitled to an honorarium deemed appropriate by the association.

**Eric:**
Any changes between here and section 16 are all cosmetic changes.
Ruth: Are we in section 9?

Eric: No we are going to scroll to section 16 since there were no real changes through 7 to 15.

Ruth: For recall, I was wondering if there were any considerations regarding honorariums that were given out. In your opinion is that something we should look at?

Eric: So as long as the recall vote is done in the same process there shouldn’t be any changes.

Ruth: Is that the same as dismissal of the CEO or DEO?

Eric: That would be in the labour laws territory. There is a separate process to deal with those things. The changes that we are making are only for judicial review.

Ruth: I have a question about section 14.7. So in terms of having a system in pace that protects against risk, shouldn’t the CEO be documenting instances of refusals?

Eric: From the standpoint of procedural fairness it might not be necessary. The courts distinguish between administrative decisions and a quasi-judicial decision. Governments have parts outlining these two different roles; administrative would be bureaucratic, where as judicial weighs facts and evidence. In administrative decisions there is no need for reasoning behind the decision that is made. It may be cumbersome for the CEO to make a note of each refusal. I do not think there is anything to gain in a judicial standpoint. Section 16, Procedure for disqualification. Candidates and those working under them must at all times comply with the requirements of this code; failure to do so represents an electoral offence. Actions include: voting day policy violations, interfering with seminars and normal functions of the university or without consent of the professor or instructor, etc.

Ruth: Do we want honorary members to be apart of the campaigning process?
Eric:
From a judicial review standpoint it is not important.

Ash:
So the voting day policy is now in the bylaws, but the CEO has the ability to change that at will, that is correct?

Eric:
So now there is a basic skeleton about the voting day policy in the code, and the CEO has the discretion of outlining the Election Day campaign policies and changing them subject to notice to all candidates about what those changes are.

Ash:
So if the he makes changes, we have to go back into these bylaws and change them, would this be done through council?

Eric:
So this is based on the standpoint of something known as delegation of authority, which you see fairly commonly in public law, where a statute creates basic rules and delegates an officer. Sometimes that officer will be given the power to amend certain aspects of the law going forward, but it must be reviewed before. Council would be taking into account the fact that they are giving the CEO the power to do so. Going forward, CEO would have an obligation to justify his changes.

Ash:
So what is the need for putting that into the electoral code? It seems we are giving someone the authority to change the bylaws unilaterally.

Eric:
So the point of putting it in is because the voting day policy could not be legally binding because it was not in the electoral code. It is important for the CEO to be able to make these changes and post them publicly. If the council feels as though the changes that the CEO has made are unreasonable, they can dismiss him for cause.

Ash:
Didn’t Judge Ray dismiss that fact that the policy could not be used because it wasn’t legally binding?

Eric:
He did, but from a JR standpoint there is no harm in giving people as much notice as possible. If council is content with these rules then council should put it in the electoral code to make things clear.
Julia Dalphy:  
When I was a CEO, we didn’t have that, so I could change anything as I saw fit.

Eric:  
Voting day policy shall include: the CEO shall post the voting day policy 24 hours before the writ of elections is posted. The CEO can make change up to 7 days before the first voting day. Candidates may encourage students to vote. Candidates may not bring up new campaign points. Candidates may not wear campaign clothing during the voting day. The candidates may not talk to seminars. Campaign budgets shall be sent to the CEO. All posters for campaign and online posting must be removed on the date specified by the CEO. 16.4 electoral offences. This part is replacing a part of the electoral code that had two parts, electoral warnings and electoral offences. A candidate would get a warning only after committing an offence. The CEO may receive complaints from anyone regardless if there are members of the association that they have violated the policy. This is important because there are many workers on campus who may be affected by the way the campaign was conducted. 2, unless authorized by the CEO, the complaint must be made within 48 hours. 3, complaints must be made in writing. 4, the CEO may investigate or throw-out complaints if they are frivolous. 5, the CEO may look at violations on their own. The CEO may only find a person guilty if the person has been notified by the CEO of the offence they are accused of and they had the opportunity to seek third party advice. The reason for this is because you want to make sure that the CEO is convicting some one with their knowledge, and that the CEO has notified the affected parties. If a slate collectively commits 3 violations, the entire slate is disqualified. 8, the CEO may receive submission orally or written. If the candidate did commit an electoral offence, the candidate must be provided with notification. 12, an electoral offence committed by a campaign worker, etc.

GSA:  
How come there are no explicit policies regarding the GSA’s office in campaigning in CUSA elections?

Lauren:  
That’s a good point, we did not think about that.

Ash:  
Some of these I can see becoming very slipper slopes such as campaign material being posted on voting day. What stops the opposing campaign from throwing a poster up some where of the other slate?

Eric:  
I would put that under the provision of the CEO in the investigation phase, and that is why you need to have notice. But just because its your poster up it
doesn’t mean that you were the one who put it up, the CEO would need evidence to conclude that it was you. That is a risk in any process. I think you are asking about rules of evidence and I think that that becomes very cumbersome because no one is trained in that area and there’s not much time available. There is a recognition by the courts that they are a students association so they will not be held to the same standards as the police, so that would not be necessary.

**Ruth:**
I liked what you said about principles of fairness. I don’t think it is outlined for all students in the code, but I think that it is really important that the process from complaint is explicitly outlined for students. Specifically to have each complaint be given in writing to the accused.

**Eric:**
With the respect to the decision of CEO it does have to be in writing. It was written that way for the CEO to have some flexibility about the decision. The reason for that is to have the CEO tell the parties know as soon as possible rather than waiting for the written report.

**Ruth:**
We don’t have any training for those distinctions to be made clear to that individual.

**Eric:**
Under my thoughts right now, the CEO has the authority to conduct the investigation as they see fit. From a JR standpoint it does not seem surprising that the association would conduct it that way. It was not something that was brought up as a serious issue. Fundamentally this boils down to managing possibilities and how to deal with them. You put down more detailed rules when something is likely to come up. There is a risk that a CEO might not be thorough enough about an investigation. I think that it is appropriate to leave that judgement up to the CEO.

**Ruth:**
How would council feel about specific questions being made about the sections, or just going through each section one by one? I see many people have checked out and I would rather just ask specific question about the code.

**Lauren:**
How does council feel about that?

**Sarah:**
Going through it like this makes me want to die.
Eric:
We are actually almost done, we will be skipping to section 23 after this one.

Chair:
Okay lets continue this way then.

Eric:
Immediate disqualification of a candidate will happen if they commit one of these offences, there are seven offences, the 7th being new, committing an egregious offence. The idea here is to give the CEO some residual authority to find that someone has done something that is so bad and that it is in conflict with the code, and it had an impact on the elections that they should be immediately disqualified.

Charissa:
Subsection 6 in 16.5, conducting class talks has been specifically added to the grounds for immediate disqualification. I was just wondering why you chose that one specifically.

Lauren:
This goes back to what Eric was saying about offences that can affect the outcome of the election.

Charissa:
Is that not why you have the egregious offences section?

Ruth:
Is it fair to say that conducting a class talk on election day is an egregious act?

Eric:
I think it falls under the decision of the CEO.

Ash:
I understand if it is an ongoing problem but it is not, so to me it looks like a justification of what happened last year. So can we remove that from the code?

Eric:
I think that if council wanted to ensure that it was still possible for the CEO to sanction that kind of behaviour in cases where it would have the ability to affect the election, it could remove number 6 because committing class talks on voting day is already an offence, so the CEO would retain the ability under the egregious offence policy to disqualify the candidate.

Ash:
I just don’t think it is important to have it in there if it’s already covered under different sections.

Eric:
If council wanted to ensure that the CEO still had the power to sanction that behaviour in situations where it affected the outcome of the election it could remove the specific reference to offence number six, because conducting class talks on voting day is already an offence, so the CEO would have the ability to disqualify the candidate based on the egregious offence section.

Zameer:
Section 17.8 in the event of a winning candidate is disqualified does the runner up need a certain amount of votes in order to qualify as the winning candidate as per the droop quota?

Eric:
This was in the existing policy so I’m not sure.

Lauren:
The procedure following the disqualification of the winning candidate follows that should a winning candidate be disqualified, the runner up will need to meet the droop quota in order to be the winning candidate.

Zameer:
Would the droop quota be enough for our elections?

Eric:
The droop quota changes based on the votes available.

Zameer:
I understand, but is the halving of the droop quota a standard?

Ruth:
I also think it’s interesting that it does not factor in a ranked ballot situation, so I wonder what the role of practicality of this quota would be in that situation.

Charissa:
Question about section 17.7 Just to clarify that means that if there are 6 people on the slate and 3 different people each commit an offence the entire slate is disqualified?

Lauren:
That is correct.

Eric:
That is a way for each slate member to be held accountable.

Eric:
Section 23, appeals to the electoral board. Outsets some basic rules about the electoral board. The board is going to be hearing a wide variety of cases so to streamline things, unless it is a disqualification issue, the decision can be made in writing in order to speed things along. An oral hearing usually takes longer to do. On a JR standpoint you can go either way on that. 23.2, the electoral board is not bound by the decision of the CEO. This provision creates a hearing De Novo, which means a new hearing. There are three types of questions that each judge has to make, the question of fact, the mixed question of law and fact, and the question of law. With the electoral board we’ve made it so it becomes a full De Novo, making everything come from scratch, being able to present new evidence. This is to protect CUSA from JR. The more layers of fairness, the less likely that the court is going to want to step in. This is why we have suggested making it a full De Novo. The idea is that the electoral board cannot find some one guilty of an offence that it wasn’t asked to.

Cody:
Say the electoral board finds another offence, what happens?

Eric:
If the board notices a violation, they could bring it up in the hearing and ask for submission about the violation.

Motion to amend:
Lauren:
For the CUSA constitutional bylaws, there are amendments that need to be done.

Ruth:
I really liked in the electoral code that a CEO cannot be otherwise employed with the association, so id like to see something like that included in the constitutional board.

Lauren:
We can do that, but we just have to make sure that the current people on the board don’t fall under that ruling, which would be unfair because when they ran they didn’t know of that rule.

Lauren:
The executive's terms of references basically just had sections moved around and some small ones removed.
Questions:
none.

Debate:
Sarah:
I would like to motion to table these amendments to the CPRC.

Mover: Sarah Garlough   seconder: Ruth

Questions
Fahd:
Why can’t we discuss these amendments right now?

Sarah:
I feel the best way to utilize these amendments would be to table them to the CPRC since it would make the best use of time and there has been a lot of words thrown out at us.

Lauren:
I think it is important because if we don’t approve the amendments then we will need to do this again later on.

Ruth:
I feel as though not enough people on council have read the amendments to be able to make a sound decision on them.

Fahd:
I understand but I feel like the same thing is going to happen about people not reading it in 48 hours.

Cody:
What is your concern for all the amendments to be done in December?

Fahd:
We are running out of time to elect a CEO and DEO as January is election period. If we don’t do it know, things will get hectic later on. Having the entire council here now allows for more people to hear about the amendments whereas the committees do not usually get a lot of participation.

Zameer:
Wouldn’t it be better to have this done now with Eric here to get his advice on things?

Ruth:
Would council be prepared to set aside funds to have a lawyer be present for the meeting?

**Debate:**

**Lauren:**
I go back to Fahd’s point. We won’t be able to hire a CEO and DEO before January. There are many constraints with pushing this back.

**Yannick:**
Something that we practice at our society is that we vote on every change to every sentence. For this document there would be roughly 100 motions. This is an important document so I think that it is important to reflect on these points before going ahead with it.

**Ruth:**
I don’t think delaying this would prevent the executives from starting the hiring process in terms of building a job description for CEO and DEO.

**Sarah:**
I don’t like the reason of having to push this through for getting inline with the hiring process.

**Fahd:**
People’s comments are fair and you’re right about getting creative about the hiring process. But this has been worked on since May, 6 months of work, it is not being rushed or pushed through. There are a lot of changes, and that’s because it has been re-written so that it is affective. I am okay with tabling it, but I want everyone to know that there has been a lot of work put into this. I would ask council to approve a motion to allow us to put the CEO and DEO postings up before this is approved.

**Ruth:**
Nothing about amending the electoral code prevents from hiring a CEO and DEO.

**Lauren:**
We don’t want the argument to come back to us that the duties of the CEO and DEO are being changed during the hiring. So we are trying to cover our bases.

**Fahd:**
Also, I want council to be aware that with every meeting we have our lawyer attend, there are more fees. These changes are from a legal standpoint, not someone’s opinion.
Julia Dalphy:
I recognize the validity in what Fahd said, I think that if that is true, we should have been notified during the 6 months period about this especially with the track minutes. I understand the hiring aspect but CUSA breaks their own rules all of the time for their own convenience. And the fact that I saw this only within the last three hours and I haven’t been able to talk to my constituents about it, I don’t think it’s appropriate to approve it.

Fahd:
We had many opportunities for people to come speak to us and see us about the process to view what is being done. We have had open office hours about this, and we have reached out many times to have people come give their thoughts on this issue.

Vote on all amendments to be tabled at CPRC:
In favour: 19
Against: 0
Abstain: 1

Motion passes

16. Adjournment:
Moved: Zameer Seconded: Lauren

Motion passes

Meeting adjourned @11:08pm
CUSA COUNCIL MEETING MINUTES
December 5th, 2016 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
## CUSA Council Meeting Attendance

**December 5th, 2016 @ 6:00pm**

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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. President’s Report
4. Vice Presidents’ Report
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President Student Issues
   d. Vice President Student Services
   e. Vice President Student Life
5. RRRA Report
6. GSA Report
7. CASG Report
8. Senate Report
9. Board of Governors Report
10. Constituency Report
11. Committee Reports
    a. Constitutional and Policy Review Committee
    b. Student Issues Action Committee
    c. Council Participation Committee
    d. Student Union Building Planning Committee
    e. Financial Review Committee
12. Items for Information
13. Question Period
14. Other Business
    a. Motion to Amend CUSA Documents Re: Elections
15. Adjournment
CUSA Council Minutes
9th CUSA Council Meeting 2016-2017
December 5th, 2016
Robertson Hall, Room 608 @ 6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey

Meeting called to order @ 6:24 pm

1. Announcements and Correspondence:
   Ash:
   I would like to submit from the floor two motions, the first being to support the students and staff of the neuroscience faculty and the second motion is a motion to amend bylaw 8 of the accessibility fund of the CUSA bylaws. I think it’s a matter of urgency to have the first motion in this agenda before the January meeting.

   Vote for the motion to support the students and staff of the neuroscience faculty to be tabled this meeting:
   Clear majority
   Motion will be tabled.

   Chair:
   Second motion is to amend bylaw 8 of the CUSA constitution. Unfortunately this motion is out of order because any motion to amend the bylaws of the constitution needs at least 10 days notice. I highly suggest this be submitted for the January meeting.

2. Approval of the Agenda:
   MOVED: Mona Seconder: Ruth
   Motion passes

3. President’s Report:
Student Union Building: Happy to see such a high voter turn out – although not the results we wanted. We can learn from this, the strategic planning, the consultations, and everything we heard from students on the floor. If this plan is carried out in the future, we will plan for future executives to learn from our mistakes, the processes to hear what exactly students want in the building.

4. **Vice President Reports:**
   a. **Vice President Finance**

   - Auditor rotation
   - Student Union Building Consultations (Clubs, organizations, on the floor)
   - Sponsorship
   - Financial Literacy Month

   **In the Office:**

   - Yearbook Sponsorship
   - Monthly income statement review
   - Trip to Queens park to discuss tuition with Lorne Coe

   **This Month:**

   - Student Union Building consultations
   - Student Union Building class talks
   - Auditor rotation brought to next council

   b. **Vice President Internal Affairs**

   **Past Week**
   - Collecting Final SIF applications
   - Clubs issues resolution, managing the clubs office.
   - Working on the SUB!

   **Next Week**
   - Reviewing applications
   - CEO/DEO hiring
   - Council Report Cards
   - CUSA Holiday Party!

c. **Vice President of Student Issues**
**Past week**
Sexual Violence Policy Rally
Student Union Building
CUSA’s involvement with Neuroscience Department moving issue

**Coming up**
Study Snacks and some exam support initiatives

d. **Vice President Student Services**

- Members of GSA, RRRA, MSA and CUSA are discussing the next steps for the Women’s Only Gym hour since our last meeting with Athletics to find out what is the exactly we arrange for women’s fitness. More updates will be available next semester.

- We hired Rayhan Memon as the new Hatch Coordinator, and are currently deciding our next coordinator for the Food Centre, who will hopefully start within the week before the break starts. A new Womyn’s Centre job posting is up, and the posting for a new REC Hall coordinator will in all likelihood begin in the new semester.

- The Mawandoseg Centre is preparing for RISE 2017 - Revitalizing Indigenous Strength and Education. Coming from a huge success last year, RISE will be centred around indigenous sexuality so it should be titillating fun. If you are interested in volunteering for the month-long campaign, please see Tess Laude at the CUSA Mawandoseg Centre, 3rd floor UC.

e. **Vice President Student Life**

- Beyonce Night was a success! Life size cut out might have gotten stolen again....

- $10 67s night happening Saturday, February 11th versus Owen Sound at 2:00pm. Selling tickets with the SEO

- Escape Manor: Cage on campus... Stay tuned!

5. **RRRA Report:**

This Friday we are having a Christmas party with a talent show at Fenn lounge. We have been working to amend certain areas of our constitution, specifically parts that are out-dated. We have also issued a statement regarding the student union building, specifically some issues about why students might be overlooking it, and
for student groups to book spaces. Event spaces are expenses and so this building would allow clubs to book rooms for free. This allows these groups to spend their money on issues that are important to students and not just to book space. I have some work to get to now so I hope everyone has a good night.

6. **GSA Report:**
   I am really happy to hear that at this meeting we are tabling some of the same issues that we have also been focusing on at the GSA. Specifically the neuroscience faculty issue where students are being moved to another location where they will lose most of their research. We were also happy to see Fahd voting against the sexual assault policy at the Board of governors meeting. It was really cool to see all the undergrad and grad students working together to get the sexual violence policy right. Regarding the student union building, we are not in opposition to the building. It was really cool to see Fahd use the MOU template to sign the building. I also heard Fahd say that they want us to get on board with that. So we will be looking at having a referendum later in the spring about it. We are concerned over ownership of the building so that’s a conversation we will be continuing to have. We would like to consult with CUSA about that before having our referendum.

7. **CAGS Report:**
   CASG website is up and running. Our study snacks are about to start. At the last meeting, we decided to do land recognition similar to the same as CUSAs at the beginning of the meeting. Student fund is closing soon.

8. **Senate Report:**
   none.

9. **Board of Governors Report:**
   Fahd:
   Talked about sexual violence and neuro science faculty issues. Also, the student union building, the Sprott building and the ARISE building were discussed. The Board also talked about the recent hacking. At the meeting, the board of governors gave overwhelming approval of the student union building. They voiced that they want a more fun architectural design, so hopefully the university will give more money for that. The concept design was passed with the understanding that the design could change. As for the Sprott building, the design is really cool; it’s the first building with curves. It’s a semi circle design that has classrooms designed from case studies relating to the student’s studies. It will be named the Nickel building after the Nickel family that donated to it. So that was approved and they approved 2 million dollars for the schematic inside design. There was a lot of discussion about whether they should be building a building for Sprott since it has stagnant growth. The rise
building, which is the addition to the science building, will be a full front addition with a really cool design. The hacking – so the university has not paid a ransom according to the president, they did not lose any information according to the board. They have secured most of their networks and emails were up in 24 hours. The way they handled it was critiqued since there wasn’t a good communication system for notifying students. There was a discussion about whether this should have been a text notification or not.

10. Constituency Report:
   Ruth:
   There is a lot of chatter coming at me online in the last week. I did a total of 7 class talks about the student union building and did a change.org petition about it. I wanted the students to know about the process regarding the building. There are 74 signatures on the petition. It is really about showing how councillors have the opportunity to engage in this conversation and use our terms of reference to get more consulting about the building. So I just wanted everyone to know that I have been connecting with students and its awesome to see students engaged.

   Mona:
   Been a lot of chatter about the microwaves on campus. We are waiting for approval to get one in the river building. There’s a funny op ed in the charlatan about the microwaves. So we want to ensure constituents that the microwaves are coming.

11. Committee Reports:
   a. Constitutional and Policy Review Committee:
      None.

   b. Student Issues Action Committee
      None.

   c. Council Participation Committee
      None.

   d. Student Union Building Planning Committee
      Hasn’t met yet, but we have heard over social media that the MOU states that CUSA will not move forward with the building without CUSA’s permission, so we need to define that term as to what we want to see with that and to define the stakeholders.
12. **Items for Information:**
None.

13. **Question Period:**

**Ruth:**
I was wondering when we will be seeing meeting minutes from the other committees.

**Lauren:**
They are supposed to be sending me minutes as the meetings happen so I will be asking about that with the councillor updates. The clerks do get paid so the proof of performance is those minutes.

**Julia Dalphy:**
Fahd, for the student union building debates, were they recorded for other students?

**Fahd:**
The ombudsman is supposed to have recorded them but I am not sure. They should be recorded so I will follow up on that.

**GSA:**
I have the recordings for one of those meetings.

**Julia Dalphy:**
Many of the students are asking about it because they want more info about it rather than just the yes or no posters.

**Ruth:**
There was a recording of the second one.

**Charissa:**
I noticed the last few meetings we haven’t had any ASL interpreters so I was wondering why that is.

**Lauren:**
We go through a certain company and they weren’t available.

**Fahd:**
We will add that to our list of operations to look for more.

**Julia Dalphy:**
Ash, for the women’s only gym hour video, I noticed on Facebook that you wanted to tackle the hypocrisy related to the issue in the video. How are you going to present that in a way that is not partisan, so to speak.

**Ash:**
We were looking at focusing on the misogynistic part and calling out those who are extremely rude regarding this topic to let them know that it’s not okay to have these views.

**Julia Dalphy:**
So it will be a dark video?

**Ash:**
Details are still being planned out. We have been talking about maybe an AJ+ style video and making it more serious. There have been some videos about males reading rude tweets to female sports casters where it’s funny then gets more serious as the comments get more violent, so we are working on getting a good message out.

**Fahd:**
To add to that, the CUSA communications team is looking to get a good video out there that doesn’t come across as offending, so it’s a tough line to walk but we will be working hard at it.

**Ruth:**
Looking at the executive’s terms of reference, we were supposed to get executive mid-term reports in November. So I was looking at getting a firm yes to get those reports in January. Also, looking at asking executives, from an operational standpoint, if they are able to get them in November or not.

**Fahd:**
I unfortunately was unaware, since last year it was in January and is usually always as per best practice. So, I thought that was the case but as per the terms it is in November. But, in January we will absolutely have a midterm report regarding executive promises and what they have accomplished.

**Cody:**
About the women’s only gym hour. Are council members going to be consulted about this campaign? Cause it seems the committee has gone ahead.

**GSA:**
This is not just a campaign that is only for council it is being done by the entire university.

**Ash:**
When I ran, we were going on platform points, so when I got elected it made sense to start implementing it the best way we know how. It really is about lobbying the athletics board and it’s about doing it in a way that impacts the least amount of people as possible. There is a demand there, so our next step is to go to the athletics board with the numbers on demand.

**Julia Dalphy:**
This goes out to anyone. I think its good, in general, to have people who are interested about CUSA policy, but we need to have consultation rules. Not just about this campaign, but also about the student union building. It would help for council to feel apart of the team since sometimes we feel in the dark about some stuff before it goes to the general public. How do people feel about this?

**Fahd:**
I like your point. And I think it’s important to define the stuff around it and what should come to council and what shouldn’t. There isn’t a rule of thumb about what we should bring to council, so this would help a lot. Great starting point.

**Ash:**
Do we need to bring in council if the service centres and council members are working side by side on things? To add some nuance to this, service centres do have a sense of autonomy, so do they have to go through council if they want to start a campaign?

**Sarah Garlough:**
There’s a difference between a service centre and CUSA pushing something out. If CUSA as a whole wants to put their name on something, we need to be consulted before constituents bring issues to us before we know anything about it.

**Victoria:**
Have we been looking at having the women’s only gym hours at the varsity gym?

**Ash:**
Yes we have. When we did go to the athletics board that was an option. Their opinion was that it was a lot heavier equipment and not a lot of treadmills, but it is an option.

**Victoria:**
So possibly if there is a women’s only gym hour could you do a men’s only gym hour to make things equal?

**Ash:**
So it is a matter of equity, and our stance is to look at people who have been marginalized. So it’s about giving support for those who wouldn’t normally get it. So it’s about allowing someone who isn’t comfortable accessing the gym under normal circumstances to be able to. If we were just to put this in any time slot it would hurt others, but there are 16 hours so they can accommodate other times.

**Sophie:**
The best way to explain this is by the way Debbie the former GSA head did. Bringing the metrics forward about men being sexually assaulted in the gym compared to women.

**GSA:**
I believe that there is a difference in equality and equity. But this is turning more into a debate than a discussion.

**Ruth:**
Can members of council reach out to the coalition to voice their concerns on the issue?

**Ash:**
Yes they can.

14. **Other Business:**
   a. **Motion to amend the...**

**Lauren:**
This is the motion that we tabled to voting on this meeting instead of the last. We deferred it to the committee, which Ruth will speak about regarding the amendments to which we will be voting on.

**Ruth:**
I would like to motion for council to only vote on the electoral code right now, and that the constitutional board and executive terms of reference are tabled until we have a CUSA Inc. meeting. It makes sense to have two references to a lot of the terms around incorporation than to have none for a period of a month since it helps to mitigate risk. This will also give the CPRC
time to review those. We held two meetings in two days to review the electoral code and the committee really worked hard and so I think that there is a passion amongst councillors to do this well.

**Fahd:**
Point of order. You can split the executives terms of reference, but you cannot split bylaw 3 the constitutional board edits because they are in direct reference to the electoral policy in regards to the constitutional board’s role. So those two go hand in hand.

**Chair:**
The only one we will be able to table is the one to split the executive terms of reference from this motion

**Vote to split motion:**
Clear majority

Motion passes.

**Questions:**

**Julia Dalphy:**
Can I motion to add an another ‘whereas clause’ that explains that this motion was tabled from last meeting to go to the CPRC meeting? It seems like are missing a step right now.

**Chair:**
That can be added again during the debate.

**Charissa:**
Are we voting on each amendment or are we blanket voting?

**Chair:**
We are going to go section-by-section and vote on each one, and then we will vote again at the very end.

**Julia Dalphy’s motion:**
Julia:
This is to outline that this last version of the electoral code is from the CPRC and not the lawyer

**Vote on motion:**
Clear majority

Motion passes
Motion to say the CPRC approved everything in the preamble:

Vote: Clear majority

Motion passes

Motion to clarify terms in the electoral code such as majority, interested party, egregious, etc.

Vote: Clear Majority

Motion passes

Motion to change formatting for legibility – CPRC approves

Vote: Clear Majority:

Motion passes

Motion to clarify terms of executives for section 3.1 i. & section 3.4 and 3.5 clarification that CEO cannot be a member of council or employee of council

Fahd:
The question has come up about someone quitting their job in order to accept the position of CEO or DEO, so are they allowed to do that?

Ruth:
I would invite any members of the committee to answer that.

Sarah Garlough:
For the sake of transparency I would say they are not allowed to accept a position as CEO or DEO if they are already employees of CUSA.

Ruth:
They should be allowed to accept a position as CEO or DEO as long as they quit their job with CUSA. But they should not have to quit just to be able to accept an interview.

Charissa:
So for the flow of things how are we able to know that they are leaving their job?

Fahd:
We they would only accept the position under the understanding that they have to quit their current job.

Julia Dalphy:
That would make sense because in no other situation would someone have to leave their current position to go for an interview at another one.

Ruth:
If we look at section 3.6 it says they cannot be appointed, and since council is appointing them we wouldn’t appoint them unless they sign away their jobs at council so we wouldn’t have to change anything.

Ruth:
Also changed language about voting day policy for CEO and DEO.

Fahd:
Where is the part about where the CEO can make necessary adjustments?

Ruth:

**Vote:**
Clear majority

Motion passes

**Motion on no changes to section 4:**
Erik (lawyer):
There are some formatting errors.
Motion to amend formatting:  
Vote:  
Clear majority

Motion passes

Vote on original motion:  
Clear Majority

Motion passes

Motion to add clause of minority recommendation to section 5 and a summary of the proceedings and in camera documents:

Vote:  
Clear Majority

Motion passes

Motion to amend section 6:  
Ruth:  
Should there be a clause that excludes employees of CUSA from being able to be hired as CEO and DEO?

Fahd:  
All of our employees are governed by a collective agreement so an executive that doesn’t like them couldn’t fire them. No executive can have a part time employee that is a student directly under him or her without a full time employee as a buffer. So I would caution with this one since a student who wants to be involved but is an employee of CUSA shouldn’t be discouraged for getting involved.

Ruth:  
Erik, do you have any concerns over this potential conflict of interest?

Erik:  
Defining a conflict of interest is a bit of a balancing act. Defining it too strictly rules out a lot of people, and too loose leaves holes. From a legal standpoint it seems like a small issue. What you really want to avoid is some one who has a direct stake with the association. To have a conflict of interest it must be a financial interest. The question you have to ask yourself is, is there a risk here for something to happen.
Vote:  
Clear majority

Motion passes

Motion to amend section 7  
**Ruth:**  
7.5 says that the campaign period would begin right after Christmas break, and no later than the winter break. With this, is there enough time to hire a CEO?

**Fahd:**  
Yes, it will be a lot of training though.

**Erik:**  
The concept of the election process, does that refer to the passage of the writ?

**Ruth:**  
Yes it does.

**Erik:**  
Okay so it might be easier to just say the passing of the writ of general election.

Motion to amend the section:  

Vote:  
Clear Majority

Vote:  
Clear Majority

Motion passes

**Motion to Amend Section 8:**  
**Ruth:**  
Should there be allowed campaign posters in by elections?

**Julia Parsons:**  
Why would you not want posters?

**Ruth:**  
It was in there from the beginning.
Fahd:
I think they should be allowed

Motion to strike bylaw:

Vote:
Clear Majority
Motion Passes

Vote:
Clear Majority
Motion passes

Motion on changes to section 9:
Ruth:
There were only structural changes.

Vote:
Clear majority
Motion passes

Motion on changes to section 10:

Motion to strike section 10.6

Vote:
Clear Majority
Motion passes

Vote:
Clear Majority
Motion passes

Motion to restructure section 11:
Vote:
Clear Majority
Motion passes

Motion to amend section 12:

Vote:
Clear Majority
Motion passes

Motion to amend section 13

Vote:
Clear Majority
Motion passes

Motion to amend section 14:

Ruth:
For the restriction of A/V it is hard to define what it is since there is so much going on with Facebook live, Snapchat, etc.

Fahd:
So the CEO gets to decide how this is ruled. Usually the only real a/v content is allowed from the Charlatan, no full production stuff from outside people.

Julia Parsons:
From my experience, it is hard to determine the fair market value of almost everything, so using that argument is not fair, since everything is hard to do that for.

Lauren:
Why don’t we just leave this since the CEO can just change this anyway?

Chair:
Yes that is their discretion.

Ash:
Why don’t we explicitly say we are giving the CEO discretion over all A/V content?
**Fahd:**
That's a good point, so maybe just add a clause outlining that.

**Motion to add clause for giving specific discretion over A/V for the CEO:**

**Abrar:**
Are candidates using their personal snapchat or a platform snapchat?

**Fahd:**
That's up to the discretion of the CEO.

**Vote:**
Clear Majority

Motion passes

**Vote on original motion:**
Clear Majority.

Motion passes

**Motion on Amendments to section 16:**

**Ruth:**
Candidates are not allowed to campaign in the GSA areas. Campaigns cannot use the CUSA name to associate themselves with the brand so no CUSA apparel.

**Mona:**
How would that be implemented?

**Ruth:**
It's only if you are actively campaigning.

**Julia Dalphy:**
Basically, no campaign can wear CUSA shirts since people would get confused.

**Cody:**
If I’m wearing a CUSA sweater it shouldn’t matter since we are all running for CUSA.

**Ruth:**
The issue is that we want to avoid a campaign from making it seem as though they are endorsed by CUSA.

**Abrar:**
Isn’t each slate governed by their own colours? So if I was wearing a purple CUSA sweater then people would associate me with the purple campaign?

**Ruth:**
It just makes it a fair playing field if this is in here. There was CUSA swag being handed out last year during campaigning, which is an issue. So its about making things level.

**Debate:**

**Lauren:**
The only problem is that you can’t tell people what to wear. Also, I don’t agree with the idea that you are trying to represent the best candidate if you are trying to be associated with CUSA by wearing their shirts. So next are we going to tell people what colours that can’t wear?

**Cody:**
To go along with what Lauren said, I don’t see how wearing CUSA swag is advantageous to a certain campaign. As soon as you start telling people what you can and cant wear it can snowball.

**Julia Parsons:**
Taking an example from last year, there was a party that thought as though they didn’t have access to certain goods. The CEO felt that the rules regarding this should be added to the electoral code since he had nothing to go off from.

**Fahd:**
There is a concern regarding a slippery slope. If someone wears a purple engineering sweater, is that a CUSA representation cause it has the same colour? Also, campaigns aren’t allowed to have apparel for their campaign, but if they all buy the same shirt is that a violation? So this is bigger than this one line.

**Sophie:**
I think it’s a very valid point about what you can wear, even in a professional setting. Regarding logos, a campaign’s logo should not be CUSAs they should have a separate one.

**Ruth:**
No where in the code does it say you can’t wear team clothing.

**Fahd:**
It’s always been about best practices and expenses.

**Ruth:**
I think that this is the line regarding this, and that you are not allowed to wear the brand.

**Julia Dalphy:**
I didn’t know that slate material was actually banned, but I think that that would be more valuable, since it allows it to be quantifiable because then it would have a cost associated with it. My issue last year was with the colours, more specifically a slate that used the same colours as CUSA’s. I think campaign material should be allowed, but not the CUSA brand.

**Ruth:**
I don’t think we need a positive recommendation in this since the code should only outline restrictions, so the CEO should be allowed to say what teams are allowed to spend on campaign clothing.

**David Andrews:**
If we’re allowing campaigns to wear team shirts, what budget does that come out of?

**Chair:**
The CEO has the discretion over where the funds would come from.

**Vote on section 15 and 16:**
Clear Majority

Motion passes

**Motion on amendments to section 17:**

**Ruth:**
Added sub section i to 17.2 regarding voting day policy. We set up a system where if the electoral board cannot vote, the CEO can ask its members to sign voting sheets. Nothing changed regarding timeline on
new voting day policy. 17.3 was changed to updated copy since the CEO isn’t actually changing anything.

**Fahd:**
If we are allowing them to wear team apparel, I would remove the section iii altogether since CUSA clothing is already prohibited, so this would prohibit team apparel.

**Motion to strike iii of section 17.5:**
**Vote:**
Clear majority
Motion passes

**Vote:**
Clear Majority

Motion passes

**Motion to amend section 18:**
**Ruth:**
Clarified terms regarding electoral offences. Restructured 18.6. Added 18.7 subsection a), everything needs to be in writing, and every position of the code is gender neutral.

**Fahd:**
Erik, what constitutes as sufficient notice?

**Erik:**
There’s no general standard, email is an excepted form of communication.

**Zameer:**
If you do violate something, and you get notice by email but you don’t check it, should there be another way to notify them?

**Ruth:**
The CEO will need to outline those rules.

**Zameer:**
Wouldn’t it make sense to have notice be ‘and orally’?
Fahd:
Then the CEO would have to find them or get them on the phone, which might not happen if the candidate doesn’t answer their phone.

Zameer:
I think there’s just a concern over a candidate being disqualified over something that didn’t know they already got a violation for.

Ruth:
There is a clause in here about there being at least 24 hours notice.

Zameer:
The droop quota is incorrect. How would this be applied to a candidate running on a slate that’s not of 6?

Ruth:
The quota was done on a constituency basis.

Zameer:
It just doesn’t apply correctly to the formula.

Ruth:
It wouldn’t apply to the entire slate.

Zameer:
If you look at this formula, based on the required number of votes, it only outlines a slate with 6 candidates, when there can be a slate with less than 6.

Fahd:
The math doesn’t make sense on an individual level.

Yannick:
Due to ranked voting, the next ranked slate would automatically win.

Motion to strike and amend section 18.15:
Vote:
Clear majority

Motion passes

Vote on original motion:
Clear Majority
Motion passes

Motion to amend section 19:

Ruth:
Under section 19.1 subsection 6, the CPRC wanted to exclude the immediate disqualification if someone does a class talk on Election Day. What should we do?

Erik:
This is a substantive issue. The reason why this was included was because there was an issue about if someone did this it could flip the outcome of the election if there is a close election. The offense would be egregious in nature so it should be removed.

Fahd:
We should say that campaigning on Election Day is only egregious if the margin of election is low. By excluding this, are we making it open for a referee to make a decision later? By putting it in there, we explicitly tell candidates to not do it. This was one of the biggest arguments form the other party. It should be that this is simply not allowed.

Erik:
You might want to get a bit more granular about the concern you’re raising by defining an egregious act better.

Fahd:
We as council would have to be comfortable with making an act egregious after the fact.

Erik:
It would only be a conflict if the CEO made a disqualification because they didn’t like who won.

Ash:
The issue was more about the fact that the other slate didn’t have an opportunity to defend itself.

Ruth:
Do we move to strike sub section 6, remove class talks on election day to be an immediate disqualification?

Motion to strike subsection 6:

Vote:
Clear Majority

Majority passes

Vote on original motion:
Clear Majority

Motion passes

Motion to amend section 20, 21, 22:
No amendments

Vote
Clear Majority

Motion passes

Motion to amend section 23:

Ruth:
Added that the electoral board is not allowed to vote.

Fahd:
They have voted in passed years, so Tyler would have to go through and filter out names.

Ruth:
So should we say that those who aren’t allowed to vote are only honorary members?

Fahd:
Honorary members aren’t allowed already, I think we should just keep it as CEO and DEOs are allowed to vote.

Zameer:
In the past have CEO and DEOs been allowed?

Fahd:
During paper ballots probably not allowed to vote, but since electronic voting, they probably have been voting.

David:
Everyone should have the right to vote just not publicise their opinion.
Motion to strike 23.2:
Vote: Clear Majority
Motion passes

Vote: Clear Majority
Motion passes

Motion to amend section 24 to include section 24.2:
Lauren:
What does making a ballot accessible logistically mean?

Charissa:
If you have vision loss or are blind, for example the webpage would have to be compatible with read-aloud software.

Ruth:
It also mentions that the CEO and DEO must collaborate with the PMC to make it accessible.

Motion to change section 24.7 to 48 hours from 24:
Vote: Clear majority
Motion passes

Sarah Garlough:
What are the logistics for making sure names are spelled correctly?

Ruth:
As of now you need to go talk to the CEO.

Vote on original motion:
Clear majority
Motion passes
Motion to amend section 25 and 26
No changes

Vote:
Clear Majority

Motion passes

Motion to amend section 27

Vote:
Clear majority

Motion passes

Motion to amend Section 28:

Vote:
Clear Majority

Motion passes

Motion to pass section 29

Vote:
Clear majority
Motion passes

Motion to approve amendments to the Constitutional Board policies:

Fahd:
Outlines to clarify process for any courts looking at our processes if it should be presented to court in the future.

Questions:

Ruth:
Erik’s name is nowhere on the document only Dina’s edits. So how do we know Erik reviewed it?

Fahd:
He didn’t have any comments about it.

Chair:
This was also brought up last council meeting.
Ruth:
We should strike that no appeals should go to the superior court of Ontario because it says in the section before that that it’s the final ruling. The people that I have spoken to feel that the clause is misleading and it does not reflect the values that we have been working toward. Strike after the term conclusive.

Motion to amend section:

Motion to amend amendment to say the constitutional board is the final appeal:

Vote:
Motion passes

Vote:
Clear Majority
Motion passes

Motion to amend all gender terms to be neutral:

Vote:
Clear majority
Motion passes

Vote on original motion:
Clear majority
Motion passes

Motion to amend electoral code policy:

PRESENTATION SUMMARY

WHEREAS Carleton University Student Association acting upon legal advice received, hired a legal policy analyst for the dates of July 1st until August 31st.

WHEREAS this analyst researched, interviewed and sought out professional legal help in drafting the revisions to the bylaws and policies surrounding elections.

WHEREAS recently, lawyers from Caza Saikley have been working with the documents and revising them.

INFORMATION TRANSFER
BE IT RESOLVED THAT CUSA Council accept and adopt the changes to the CUSA Bylaws and CUSA Policies referring to elections that the policy analyst, lawyers, have suggested outlined in the documents sent to Council October 10th titled, “Bylaw III Constitutional Board – Final Edits,” “Executive Terms of References – Final Edits,” and the Electoral Code Draft sent to Council November 11th.

Motioned: Lauren Konarowski          Seconded: Fahd Alhattab

Vote:
Clear majority
Motion passes

Motion to support student and staff of neuroscience faculty:

Ash:
There has been a lack of consultation regarding the movement of neuroscience students for the improvements being made to the building.

Fahd:
The second point is factually wrong, the board of governors said that most students should be able to finish their research projects. I do not feel comfortable passing this motion if it’s factually wrong.

Ruth:
When is the next board of governors meeting?

Fahd:
Not till January

Questions:
Fahd:
Did you take time to consult your fellow executives, constituents and members of the neuroscience faculty?

Ash:
Yes I have, I sent out the motion to the neuroscience faculty during the weekend.

Ash:
Is there language that you feel is not presentable in this motion?

Fahd:
Yes I do think there is.

**Austin Ste Croix:**
Part of the reason why it’s such a big deal is cause its very expensive and there’s a time line for completion of these experiments. The experiments have living animals and moving them would be detrimental to the data for projects that are almost 2 years old.

**Fahd:**
And the trade off is that there is only a 12-month period for the university to use the 2 million dollar grant form the government to complete the project.

**Cody:**
Before we vote on this motion can we rewrite it to make it more appropriate?

**Chair:**
Yes that will come in debate

**Fahd:**
What do you think this will do? There is no actionable consequence. For example, Alex Nogeura is working with the department to find out what they don’t like and specifics

**Ash:**
I think it is very important to come out and state these things to show solidarity and for students to know that CUSA has their back.

**Debate:**
**Cody:**
I think we are getting away for the motion here. We all agree, the only thing is the language that is being used is not appropriate.

**Fahd:**
I would like to motion to amend the second whereas, it is not an undisclosed location, and it is the general hospital’s uOttawa location

**Motion to accept this motion in its spirit and to release it as a press release and consult with mr courchene to fix language.**

**Vote:**
MR Courchene accepts motion.
15. **Adjournment:**
   Moved: Zameer           Seconded: Sarah Garlough

   Motion passes

   Meeting adjourned @10:11 pm
CUSA COUNCIL MEETING MINUTES
January 10th, 2016 @ 6pm

Prepared by:
Nima Dadar, Substitute Clerk and Comp Sci Councillor
Lauren Konarowski, Vice President Internal
# CUSA COUNCIL MEETING ATTENDANCE

**December 5th, 2016@6:00pm**

<table>
<thead>
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<th>Position</th>
<th>Councillor</th>
<th>Proxy(print name)</th>
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<td>President</td>
<td>Fahd Alhattab</td>
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<td>Vice President Finance</td>
<td>David Andrews</td>
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<td>Lauren Konarowski</td>
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<td>Ashley Courchene</td>
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<td>Vice President Student Life</td>
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<td>Julia Dalphy</td>
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<td>Jennie Rankin</td>
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<td>Public Affairs</td>
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CUSA Council Meeting January 10, 2017
Robertson Hall 608, 6pm

AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
   a. November 21st
   b. December 5th
4. President’s Report
   a. Midterm Report
5. Vice President’s Reports
   a. VP Finance
   b. VP Internal Affairs
   c. VP Student Issues
   d. VP Student Services
   e. VP Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Reports
12. Committee Reports
13. Items for Information
14. Question Period
15. Other Business
   a. Motion to Ratify the 2017 CUSA Electoral Officers
   b. Motion to Amend Bylaw VIII
16. Adjournment
1. Announcements
   None

2. Approval of the Agenda
   - Amendment to move to “Other Business” ahead of “President’s Report”
     Moved by Sarah, seconded by Yannick
     Lauren asks why, Sarah believes council will be sick and tired by that point
     Fahd replies that complaints of lack of exec reports are constant and should maintain current agenda
     Sarah believes council should have most energy for the motions and not be drained by listening to reports
     Vote: Majority passes: Agenda point 14 is now moved ahead of Agenda point 4.
   - Amended agenda majority passes

3. Approval of Past Minutes
   a. Nov 21st moved by Yannick, seconded by Sarah
      majority passes
   b. Dec 5th moved by Yannick, seconded by Sarah
      majority passes

14. Other Business
   a. Motion to Ratify the 2017 CUSA Electoral Officers

PRESENTATION SUMMARY:

Whereas the Electoral Hiring Board has selected candidates under the CUSA HR hiring policy for the positions of Chief Electoral Officer (1) and Deputy Electoral Officer (2).

Whereas CUSA Council must ratify these positions before the individuals can assume the roles.

INFORMATION TRANSFER:

Be it resolved that upon the passing of this motion and presentation given by the hiring board, that CUSA Council vote in favour or against the primary recommendations for the position of CEO and DEO.

Be it further resolved that Frano Cavar hold the position of CEO.
Be it further resolved that Nada Ibrahim and Simon Hunt hold the position of DEO.

Moved by: Lauren Konarowski  Seconded: Liam Harrington

Chair reads motion, and states that since motion deals with employment, the meeting must go in-camera.

Motion to go in-camera by Ruth, seconded by Lauren.

Motion Passes. In-camera minutes omitted.

Motion to go out of in-camera by Ruth, seconded by Yannick.

Motion passes, meeting resumes.

b. Motion to Amend Bylaw VIII

-S Shawn reads motion

Motion to Amend the Bylaw VIII - Accessibility Fund of the CUSA Bylaws

Whereas the purpose of the Accessibility Fund ("the Fund") is to assist in improving the accessibility of CUSA events and facilities for all disability groups under CUSA Bylaw VIII, and;

Whereas the Paul Menton Centre ("PMC") at Carleton University can provide academic accommodation for students with disabilities only if they are funded by the Ontario Student Assistance Program ("OSAP"), and;

Whereas students who do not qualify for OSAP sometimes cannot access necessary accommodations from the PMC, and;

Whereas no provisions exist within the Fund for students requiring accessibility support for academic purposes,

Be it resolved that Council accept an amendment of Bylaw VIII s.1.1 to read:
1.1 To assist in proving the accessibility of CUSA events and facilities, and provide for academic accommodations for all disability groups.

Be it further resolved that Council accept the amendment of Bylaw VIII s. 2.2 to read:
2.2. ... (c) with sufficient documentation, those students with disabilities requiring academic accommodation when they cannot access accommodation from the University.

Be it further resolved that Council accepts the addition of Bylaw VIII s. 2.5 to read:
2.5. For the uses of money going to students with disabilities requiring academic accommodation, sufficient documentation will be provided to the AFC for their review.

a. Sufficient documentation will comprise of a letter from the Paul Menton Centre stating its inability to fund the student, and the amount required for accommodation.
b. Proposals for academic accommodation can be approved for up to one-thousand (1000) dollars per student, and fifteen (15) percent of the total of the Accessibility Fund shall be allotted for academic accommodation for students with disabilities.

Moved by: Ashley Courchene Seconded: Ruth Lau MacDonald

Ash makes amendments to his own motion, seconded by Ruth.

2.2 .... (c) with a referral from the Paul Menton Centre and adherence to the Paul Menton Centre and adherence to the Paul Menton Centre’s financial guidelines, those students with disabilities requiring academic accommodation when all other avenues to access accommodation from the University have been exhausted.

2.5 (c) No more than 15

Shawn reads amendments

Ruth motivates motion by stating its flexibility to helping students.

Charissa question on amendments: asks about who would be the CUSA and PMC liaison, and how CUSA will publicize it.

Ash says it’s a good question, states that it could be the VPSS or done through services manager.

Ruth explains bursary is allowed if you’re attending an Ontario school.

VOTE on amendments

Majority passes.

VOTE on motion

Majority passes initial motion

4. President’s Report

Vice President Finance Report

Vice President Internal Report

Vice President Student Issues Report

Vice President Student Services

Vice President Student Life

See additional documents – CUSA Midterm Report on cusaonline.ca

Questions on Midterm Report: None.

7. RRRA report

Nothing to report.
8. GSA report

Self love week, workshop held by artist who is teaching about self-love through self-portraits, another workshop on living with an STI occurring.

9. CASG report

Panckes during exams, CUSA office helped with outlet blowing out during the cooking for those pancakes. There will be elections shortly, as well as funding for clubs and societies events, so please apply.

10. Senate Report

None

11. Board of Governors Report

None

12. Constituency Reports

Isabella says Science formal is this Friday

Ruth states there is a Carleton University town hall on budget meeting being held on January 16th at 12pm in Richcraft Hall.

13. Committee Reports

None

Committees please send in your minutes to Lauren to allow your chair’s honourarium to be calculated but also to get them on the website.

14. Question Period

None

15. Adjournment

Motion to adjourn by Sarah, seconded by Charissa.

Meeting adjourned at 8:35pm
CUSA COUNCIL MEETING MINUTES
January 16th 2017 @ 6:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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<th>Position</th>
<th>Councillor</th>
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<td>Business</td>
<td>Victoria Lalande</td>
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<td>Jennie Rankin</td>
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<td>Public Affairs</td>
<td>Justin Bergamini</td>
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<td>PAPM</td>
<td>Jessica Beaudoin-Walker</td>
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<td>Science</td>
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<td>Journalism</td>
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<td>FASS</td>
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8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
13. Items for Information
14. Question Period
15. Other Business
   a. Where’s Our Seats ½
   b. Where’s Our Seats 2/2
   c. Ranked Voting Recommendations
   d. CUSA General Election 2017 Writ Of Elections
CUSA Council Minutes
9th CUSA Council Meeting 2016-2017
December 5th, 2016
Robertson Hall, Room 608 @6:00 pm

Clerk: Brandon Burrill
Chair: Shawn Humphrey
Meeting called to order @ 6:11 pm

1. **Announcements and Correspondence:**
   None.

2. **Approval of the Agenda**
   Amendment by Lauren:
   I’d like to move up ‘e.’ in other business to be above ‘a.’ since there are many people here tonight who most likely will not want to stay for the rest of the meeting.

   **Mover:** Lauren   **Seconder:** David Andrews

   Motion passes

   **Mover:** Ruth   **Seconder:** Christopher Del Pino

   Motion passes
3. **Approval of Past Minutes**  
   **Mover:** Christopher Del Pino   **Seconder:** David Andrews  
   Motion passes

4. **President’s Report**

5. **Vice President’s Report**
   a. Vice President Finance
      **Ongoing Projects:**
      - Sign contract agreement with our new auditor BDO
      - Seeking additional sponsorship for CUSA
      - Yearbook sales strategy
      **In the Office:**
      - Bi-monthly CUSA income statement
      - Trip to Queens park to discuss tuition with Lorne Coe
      **This Month:**
      - Creating position for our new scholarships coordinator
      - Receiving, reviewing, and meeting with campus groups that require sponsorship
      - FRC Meeting – Late this month
   
   b. Vice President Internal
      - Got CEO/DEOs set up and ready to go.
      - Planned second semester with Clubs Office; highlights included reception at end of year.
      - Met with new branch manager of Scotiabank to discuss sponsorship and potential changes in bank accounts for clubs.
      - Dealt with a variety of clubs issues.

   c. Vice President Student Issues
      - BELL LETS TALK
      - AWARDS
      - DIVERSITY WEEK
      - PEER TO PEER MENTAL HEALTH SUPPORT & FIRST AID

   d. Vice President Student Services
      - Applications are open for the REC Hall and the Womyn’s Centre. Please inform your constituents our deadline is Jan 19th for both positions. The applications can be found at: [http://www.cusaonline.ca/getinvolved/jobs/](http://www.cusaonline.ca/getinvolved/jobs/)
      - For the HWRC Peer Support Network that the Service Centre Manager and I have been building, we have found somebody out of Calgary, Alberta who we would like to bring in and train the volunteers as well as the Service Centre Coordinators. I am attaching a document to my report that gives an outline of what modules will be offered by this training service. Like I said last council, we hope to roll out the HWRC Peer Support Network by late February, early March.
      - Pride Week has started this week out of the Gender and Sexuality Resource Centre and it should be an exciting week for that. Also, the Mawandoseg Centre is also in the midst of its RISE 2017 campaign. I
urge you all to check out at least one event from each series of events.

- I attended the town-hall meeting put on by the University's VP Finance. I inquired about allocating resources towards a Women's Only Gym space/time for the university. As it stands, the revenue generated for Athletics comes from ancillary fees so its hard for Athletics to generate revenue outside of that but the University's VP Finance did mention a fund for ancillary fees that "could" be put towards the implementation of Gym Hours/Space yet that discussion can happen in February and March when the University's budget is being created. I will follow up with the University's VP Finance in an email to get more detailed response.

e. Vice President Student Life

"Past Events:
Launch Party
Lots of students showed up and enjoyed the performance by MAESTRO FRESH WES Tony Lee
Ran by Blake from Oliver's. Said turnout was great!

Ongoing Projects:
Escape Room on Campus
Potential End of Year Concert

Upcoming:
Kanye Night March 9th - Ollies"

6. RRRA Report
Welcome back everyone. We have some things coming up. Murals going up in residence. Working on masquerade event on January 27 at the Hilton Lac Lemay, almost sold out so we are expanding the event, its $30 with a $15 voucher at the door, dinner, DJ, etc.

7. GSA Report
Met with our grads resident caucus. Gave us some updates about their events in the fall, such as their semi formal. They had stuff on campus too like the shared essay writing. They talked about how students in residence are treated, such as the resources that are given are not tailored toward grad students, perse, since the students giving the seminars are undergrads. Starting our international grad students workshop series. Our lawyer is coming in to teach students about the immigration process on January 26th at 2:30pm

8. CASG Report
We have our academic initiative fund coming up. We are in the midst of our VP academic elections. Town hall on Thursday in this room.

9. Senate Report
N/A

10. Board of Governors:
Whole board has not met yet but the building committee has. They met to approve the 14 million dollars in deferred maintenance budget. Also, the bid for the rise project which is the neuro science building was rejected. The
university is looking at new proposals. The life sciences building is set to open in September.

11. **Constituency Report**  
Yannick:  
Went to the AGM in Western for engineering. We passed some motions the most being the one on accreditation. So we were looking at the course load and accreditation based on not having a semester with all your hardest classes.

12. **Committee Reports**  
   a. Constitution and Policy Review Committee  
   b. Student Issues Action Committee  
   c. Council Participation Committee  
   d. Student Union Building Planning Committee  
   e. Financial Review Committee

13. **Items for Information**  
   none

14. **Question Period**  
   none

15. **Other Business**  
   a. **Where are our seats? (Part ½):**

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<th>Title</th>
<th>Where Are Our Seats? (Part ½)</th>
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<td>Spirit</td>
<td>To reform CUSA's Council composition to represent a fair and equal distribution of seats proportional to the amount of students in each “constituency”, as is currently mandated in their Bylaws</td>
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<td>Whereas</td>
<td>The CUSA Council seats are supposed to be divided proportionally to the amount of fee contribution by each “constituency” each year, according to BYLAW I. For full-time students, the amount of fee contribution is proportional to the amount of students in each “constituency”, as full-time students pay a flat fee.</td>
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<td>Also whereas</td>
<td>Currently, CUSA council composition is not divided proportionally to the amount of students in each “constituency”. See Julia Dalphy’s PowerPoint presentation from the August CUSA meeting for additional information supporting this claim.</td>
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<td>Also whereas</td>
<td>The CUSA Council composition has not been updated to be divided up proportionally in the previous few years (at least 5, if not longer); and CUSA has no knowledge as to why not. Thus, CUSA’s current Council is unconstitutional.</td>
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<td>Also whereas</td>
<td>The current ten (10) “constituencies” are not representative of the composition of Carleton undergraduate students. Aside from Faculties, only four (4) out of the over-ten degree programs qualified to be defined as an additional “constituency” actually are. Additionally, one out of those four degree programs, one of them no longer meets the requirements of being a “constituency”.</td>
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<td>Also whereas</td>
<td>There is no current policy surrounding the process to become or remove a “constituency”.</td>
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<td>The FED Reps have tried to be proactive in working with the CUSA CPRC for the entirety of the Summer and Fall terms, but need to move forward to obtain a result as this matter is urgent and largely affects our seat allocation.</td>
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Be it resolved that:

The Bylaws of the Carleton University Student Association be updated to read:

BYLAW I - Council

1. Composition

1.1 Council shall consist of thirty-four (34) seats filled by:
   a. The President of the Association elected by and from the Membership of the Association,
   b. The Finance Commissioner of the Association elected by and from the Membership of the Association,
   c. The Vice-President for Internal Affairs of the Association elected by and from the membership of the Association,
   d. The Vice-President Student Life of the Association elected by and from the membership of the Association,
   e. The Vice-President for Student Issues of the Association elected by and from the membership of the Association,
   f. The Vice-President for Services of the Association elected by and from the membership of the Association,
   g. A representative appointed by and from, and sitting at the pleasure of, the Graduate Students’ Association,
   h. A representative appointed by and from, and sitting at the pleasure of, the residence students’ association, and;
   i. A representative elected by and from, those members registered as Special Students
   j. Twenty-six five (26 25) Constituency Faculty Representatives elected by and from members in their constituencies faculty.

1.2 There shall be the following ten (10) constituencies Faculties from which Representatives shall be elected to Council:
   a. The members registered of the School of Journalism
   b. The members registered in The Eric Sprott School of Business
   c. The members registered in the Arthur Kroeger College of Public Affairs and Policy Management
   d. The remainder of the members registered in the Faculties of Public Affairs
      a. The members of the School of Humanities
      c. The members registered in the Faculties of Arts and Social Science
      d. The members registered in the Faculty of Engineering and Design
      e. The members registered in the School of Computer Science
      f. The remainder of the members registered in the Faculty of Science
      j. Those members registered as Special Students.

1.3 Constituency Faculty seats shall be distributed to each constituency faculty in as close a proportion as possible to the contribution of membership fees by members of each constituency during the current term of office of Council membership mix of CUSA, as defined by the latest CUSA General Elections invitee statistics from the previous year, subject to the following provisions:
   a. No constituency faculty has less than one (1) constituency faculty seat
   b. No constituency faculty has more than forty-nine (49%) percent of the constituency faculty seats
   c. A constituency can only be formed if a School or Faculty is comprised...
Yannick:
This motion takes into account many things. The first thing is how we divide seats, currently we base it off of numbers based off of fees. CUSA doesn’t know how much fees everyone actually pays. So to make it easier, we are dividing up the council seat structure and using the numbers based off the CUSA elections of the previous year. With the election we know who is from what faculty. Another thing to point out is that the bylaws don’t know what constituencies are, so we are taking it out and putting in faculty. The main spirit of the motion represents the uneven distribution of seats as it is currently. Over the past five years the seats haven’t changed but the amount of people in the faculties has so it is not representative anymore. So, this motion is restarting the entire seat process and dividing it by equal portion to the amount of students in the faculty.

Questions:
None

Debate:
Jessica:
First, I would like to recognize the work that you guys have done for the motion. However, its important for council to know that this has been discussed in the CPRC since the summer and it is not a motion that was recommended by the CPRC so I would have liked to see another motion that the CPRC did recommended.

Julia Dalphy:
We looked at many things and we had many meetings where there wasn’t much agreement on a solution on this topic. So this is a way of bringing something to the table in regards to what our constituencies expect.

Yannick:
This topic was brought up in previous years including last year so this is 2 years of work so it would be nice to see something happen.

Adam (PAPM student):
I am speaking against it cause there is no need to strike an entire group of people on campus. Voting to remove PAPM would remove an entire program from council. PAPM students vote in droves in elections. The

<table>
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<tr>
<th>Be it also resolved that</th>
<th>These updates be reflected in the 2017 CUSA General Elections’ Writ of Elections; so that the election have the proper seat distribution and be constitutional for the 2017-18 year.</th>
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<tr>
<td>Motion By</td>
<td>Yannick Brisebois</td>
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<td>Seconded By</td>
<td>Julia Dalphy</td>
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<td>Discussion</td>
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This topic was brought up in previous years including last year so this is 2 years of work so it would be nice to see something happen.

Adam (PAPM student):
I am speaking against it cause there is no need to strike an entire group of people on campus. Voting to remove PAPM would remove an entire program from council. PAPM students vote in droves in elections. The
last election had an 80% turnout. The gridlock that you saw in the CPRC was a representation of how much we fight for our voice.

**Julia Dalphy:**
I appreciate the passion of PAPM students but what is overlooked on their end is that they are speaking from a seat of privilege. There are over 10 constituencies that qualify for their seat. 3 of them in engineering are bigger than PAPM. When your 400 students round up for a seat on council it takes away from our 600 students.

**Julia Parsons:**
One thing that's interesting in the Canadian context of things, is that If you compare what we have to the Canadian government, ridings are structured in a way that takes into account the population quite a bit, but another thing is that the representation takes into account special identities and interests. So looking at your model that would be incorrect. But at the end of the day Nunavut and Yukon get a seat. So what your model is saying is that we should only look at the numbers. Based on historical preference, PAPM has more political support.

**Oliver:**
As a representative of a constituency that wasn’t sitting at that table, I give an argument that you’re not actually losing your seat, its being restructured. I think that the seat needs to allow for PAPM to have some sort of representation. Looking at the Canadian government it wouldn’t be like removing Nunavut and Yukon entirely but having them represented in another way. I don’t think it would take away any representation from your program. Its not a witch hunt to remove you from this room.

**Ruth:**
Speaking to the process of the CPRC. We did reach a deadlock where other models were proposed. And the alternatives we got from PAPM wasn’t any of compromise. I have suggested an amendment that PAPM decided not to take up. We looked at having a nested seat for PAPM that falls under FPA. But by giving them their own seat we found it ignored a lot of people and it wasn’t fair to CUSA process.

**Sarah Garlough:**
This is my second year on council. I was really surprised engineering only had 4 seats. There is 4400 students meaning we represent more than 1000 students each. I get where PAPM is coming from, but I think it is important for them to look at what they are getting out of this. If this were to go through it would give PAPM students more opportunity to get involved.

**Yannick:**
Its not about giving priority to one group or another but we want to give equal voice to students. If you were to combine PAPM with FPA it would ruin FPA, but it wouldn’t happen because only 2 people came out for elections.

**Adam:**
The PAPM community is very close so people don’t want to run against each other. What they are talking about is against democratic process. You say that it gives PAPM councilors more opportunity but that’s exactly what you’re running against. There is no reason why we can’t just keep the PAPM seats and just add another engineering seat. To merge PAPM with FPA to have a seat wouldn’t that just be giving PAPM a seat? Just a thought.

Vote:
Motion passes with majority

Vote to motion to allow Lauren’s new motion:
Motion passes with majority

Motion to reserve a public affairs seat for journalism and PAPM

Mover: Lauren  Seconder: Fahd

Fahd:
There has been a lot of discussion around this at the CPRC and how this would work. The whole process that we have been going through was to make sure that there is accurate representation for the faculties, and with the work that the engineers have done, that is now fact. However, I hear journalism, PAPM, and many students who have emailed me about it. The compromise at the CPRC was going to add a seat, but adding a seat would dilute representation for others. The reserve seat would be a representation of either PAPM or journalism. This is a compromise that many students were happy about.

Questions:
Yannick:
It should be that the seats are based on representation and so it would be one seat, not one of 7 seats.

Fahd:
I agree and that will be a friendly amendment. This seat would only be for students in PAPM and Journalism to run.

Julia Dalphy:
Does this remove communication students?

Fahd:
No since those other seats are for FPA in general.

Adam:
Are PAPM and Journalism students part of FPA or not? Now only one program will be represented. And many students in each program don’t know about the other. So what is the rational for this decision?

Fahd:
Because neither program has enough numbers to make a seat. But collectively it does reach the threshold. The idea that you are not being represented is an unfortunate dichotomy that isn’t true. I am an FPA student and I am the president. I represent many students and especially FPA students. Other students on council represent two groups as well. So that is to say its not that you’re not getting representation.

Sarah Garlough:
Are FPA numbers growing or slowing?

Yannick:
In the 2014-2015 year PAPM and journalism are decreasing. In 2015 and 2016, PAPM is stable but journalism is decreasing.

Mona:
Would this mean that journalism students can run under the FPA seats?

Fahd:
No they would only be able to run for the one seat.

Mona:
And if this doesn’t pass?

Fahd:
You would be able to run for one of the seven seats.

Ruth:
For people in the FPA faculty, does this make sense to you? Does this work for FPA reps? I don’t understand why we are so hell bent on the idea of schools being represented when I haven’t seen councilors represent faculty specific issues anyway. So what is the benefit of sectioning off PAPM?

Julia Parsons:
There are people who do represent their faculty issues, and last year Matt did the electoral reform which went through PAPM surveying so people do represent their individual faculties. And by doing it this way it helps to alleviate a sense of representation being skewed.

Debate:
Austin de Ste Croix:
All the PAPM debate has been pretty subjective and not many numbers are being presented.

Oliver Nacey:
I would like to offer an alternate strategy based on how FASS works. I am a film student and we don’t have a seat but I could run for FASS. I think that PAPM and Journalism should run under the FPA seats. This would prevent alienating PAPM and journalism students and it would allow FPA to pick who they want to represent them.
Fahd:
I’d like to motion to amend my motion. I would like to make it so that all FPA students can vote on those seats.

Fahd:
Mr. Chair I would like to withdraw the entire motion.

b. Where are our seats? (Part 2/2):

<table>
<thead>
<tr>
<th>Title</th>
<th>Where’s Our Seats? (Part 2/2)</th>
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<tbody>
<tr>
<td>Spirit</td>
<td>To have proper representation of the members of the Faculty of Engineering and Design (FED) by creating separate constituencies.</td>
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<td>Where as</td>
<td>The current CUSA council composition is not divided proportionally to the amount of students in each constituency. See Julia Dalphy’s PowerPoint presentation from the August Council Meeting for further justification of this.</td>
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<tr>
<td>Also where as</td>
<td>The CUSA council seats are supposed to be divided proportionally to the amount of fee contribution of students in each constituency each year.</td>
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<td>Also where as</td>
<td>The CUSA council seats have not been divided up proportionally in the previous few years.</td>
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<td>Also where as</td>
<td>The motion “Where Are Our Seats? (Part ½)” failed to pass.</td>
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<td>Be it resolved that</td>
<td>FED degree programs with over 250 students separate their constituency seats, including:</td>
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<td>• Engineering</td>
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<td>• Azrieli School of Architecture</td>
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<td>• School Information Technology</td>
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<td>These should all become separate constituencies on CUSA Council, as they are eligible.</td>
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<td>• Industrial Design will be left to the remaining FED seats, of which there must be a minimum of 1 according to CUSAs Bylaws.</td>
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<td>Be it also resolved that</td>
<td>The following seat restructure for the Faculty of Engineering and Design (FED) will be of the following:</td>
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<td>• Engineering: 3 seats</td>
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<td>• Architecture: 1 seat</td>
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<td>• Information Technology: 1 Seat</td>
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<td>• Faculty of Engineering and Design: 1 seat (eligibility: Industrial Design)</td>
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<td>Motion By</td>
<td>Yannick Brisebois</td>
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<tr>
<td>Seconded By</td>
<td>Julia Dalphy</td>
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c. **Ranked Voting Recommendations**

Ranked Voting: Recommendations

Prepared by the Elections Office of the Carleton University Student’s Association

Chief Electoral Officer: Frano Cavar
Deputy Electoral Officers: Nada Ibrahim & Simon Hunt

**CEO:**
Our recommendation on ranked voting is as follows.

The following recommendation has been prepared by Elections CUSA in regards to the implementation of the ranked-ballot voting system for the 2017 CUSA Elections.

The Elections Office recommends that the full implementation of the ranked-ballot system be halted for executive position in 2017 year, and that the election instead proceed with the prior first-past-the-post system. Furthermore, the Elections Office recommends the implementation of the ranked-ballot system in single-seat councilor constituencies, should Council proceed with a system that includes single-seat constituencies.

The Elections Office notes that the ranked-ballot system provided by the Office of Institutional Research and Planning has not been sufficiently tested, and therefore may post technical issues beyond the scope of the Elections Office. Furthermore, in speaking with Tyler Hall, OIRP’s senior analyst, we have learned that there is not a sufficient amount of personnel for the expected influx of association members member seek support. Our Office is not in a position to be able to offer personnel support to theirs, ad as such we defer to their judgement.

We acknowledge that under section 7.4 CUSA council has the ability to alter our writ, and we stand ready to execute whatever writ passes this evening.

---

Discussion

Result

**Yannick:**
I’d like to withdraw this motion.
Thank you.

Questions:
Ruth:
So to clarify about what you mean about support you are talking about students who are having difficulty with the ranked voting system?

Frano:
Technical issues as well.

Greg:
If we do something that is considered to not follow the electoral code, does that leave any elections results open for traditional review?

Fahd:
From a legal perspective I’d say no because it is CUSA that is voting on the electoral code who also followed the recommendations

Greg:
Has that legal representation been sought?

Fahd:
No because I don’t want to spend money on something that is obvious.

Ruth:
If we motion to vote to go around the electoral code we would need an emergency meeting.

Yannick:
The motion to accept ranked voting happened last year, why has there not been any steps to implement it and why hasn’t there been any practice or trial of the system? Is there a plan for next year that there will be practice or testing of the system?

Fahd:
The reason this was not tried yet was because last year we were hoping to pilot it with a few seats on council. And since there wasn’t enough people running the ranked voting didn’t work out and we didn’t have the data. And from that point it escalated and people just said we should implement it. I am worried about trying this without a pilot.

Yannick:
Do you have any plans for future years?

Fahd:
I think the CEO recommended some of the councilors seats as a possible pilot, additionally any clubs and societies could also use it. So there are a few options to try it out the biggest being with the councilors.

Charissa:
The whole argument with this recommendation is to better represent the constituents. In the research you did are there any faculties where you would project there to be only one seat?
Julia Dalphy: 
No.

Fahd: 
Charissa, I think we are also not limited to single seat constituencies. Tyler’s worry is about constituencies that have 7 seats. But ones that have 2 allows us to actually pilot it. The ones with 7 seats such as FPA, with 14 people running, in first round we would be choosing ranks 1-7 then in the second ranks 8-14.

Ruth: 
This isn’t an issue that we talked about in council.

d. **CUSA General Election 2017 Writ Of Elections**

**CUSA GENERAL ELECTIONS 2017 WRIT OF ELECTION**

Whereas pursuant to section 7.1 of the CUSA Consolidated Electoral Code Policy (hereafter referred to as the Electoral Code), the Chief Electoral Officer shall issue a Writ of Election.

Be it hereby known that Elections Carleton intends to hold elections for the positions below for the CUSA Council (hereafter referred to as the General Elections), on February 1st and February 2nd 2017.

The campaign period will start on Wednesday January 25th 2017 at 12:00AM, with the last day of campaigning on Tuesday January 31st 2017 at 11:59PM.

Pursuant to section 1.1 of the Electoral Code, the positions available are:

**Carleton University Students’ Association Executives:**

President; (1) position
Vice-President Finance; (1) position
Vice-President for Internal Affairs; (1) position
Vice-President for Student Life; (1) position
Vice-President for Student Services; (1) position
Vice-President for Student Issues; (1) position

**CUSA Council Constituency Representatives:**

Faculty of Arts & Social Sciences; (6) positions
The Sprott School of Business; (2) positions
Faculty of Engineering & Design; (6) positions
Public Affairs; (7) positions
Science; (4) positions
Special Students; (1) position

**Expense Limits:**

Total Campaign expenses are restricted to no more than $400 each for CUSA President and all Vice-President Candidates. Campaigns for all other positions are restricted to a budget of no more than $150. All funds, provided candidates have not violated the Electoral Code, are 50% refundable. Any withholding of reimbursement shall be in accordance with the Electoral Code. All information on campaign expenses shall be recorded within the parameters of section 17 of the Electoral Code.

**Qualifications:**

Pursuant to sections 12.3 – 12.5 of the Electoral Code, all candidates, in order to be eligible for any of the above mentioned positions, must be undergraduate students eligible to vote in the constituency in which they are seeking election, and must not be indebted to CUSA.

Furthermore, for CUSA Council positions, nominees must be registered such that, at that time, they are a bona fide member of that constituency for which they seek election.

**Nominations:**

Pursuant to section 12.2 of the Electoral Code, the nominations period will begin on Wednesday January 18th 2017, and end by 6:00 P.M. Friday January 20th 2017, with all nominations requirements to be submitted to the Elections Office no later than this time.

Nomination forms may be obtained as of Wednesday January 18th 2017 at 9:00 A.M. at Elections Carleton (426F University Centre Building).

**Further Information:**

All inquiries regarding the electoral process and conduct should be referred to the Chief Electoral Officer at: elections@cusaonline.ca and/or the Elections Carleton Office in room 426F University Centre.

Interested persons and parties are encouraged to visit www.cusaonline.com/elections for information. All rules and regulations regarding campaigning will be posted on the website prior to the opening of the campaign period.

**Questions:**

A: Abrar:
Is it 9am or 10am? You read 9 but it says 10.

C: CEO:
9am.
Charissa:
Will the seats be redistributed after the motion that we just passed?

CEO:
Yes because it is binding on the writ.

Chair:
There was some miscommunication between me and the CEO. It was a motion that was sent from the floor. We must first pass the....

Motion to hear motion from floor:
Vote:
Motion passes

Motion to pilot ranked voting system on.. and halt the implementation for executives for 2017:
Mover: CEO Seconder: Lauren

CEO:
I refer you to the recommendation that the elections office provided as well as the one from Tyler.

Questions:
Ruth:
Can you specify what it is that will require support?

CEO:
On behalf of the elections office I sat with Tyler and talked over the concerns he has about the system. He referred to the back log of emails that he has received from students about the ballots. Since he is a one man office, he informed me he would be unable to answer all those questions. He would have to forward all those emails to us. It is not something we are incapable of but it would be a larger unforeseen work load.

Ruth:
How is that situation any different from what it would be next year?

CEO:
Tyler’s understanding is that if he can understand how many students would be emailing him for questions he would be able to prepare his office for that influx on a large scale election.

Sarah:
Basically, what he said is that there hasn’t been enough voter information, and no one will be happy. It would back log because we do not have enough voter info.

Sophie:
Why did this pass last year then? Wasn’t this being worked on last year in the office?

Yannick:
In the package that we got when we started, there was no concrete steps made to implement this.

Sarah Garlough:
What happened last year was that they figured everything out with the UI and the algorithm, but they don’t have the man power to deal with the backlog of emails from confusion from students about the election process.

Fahd:
Tyler approached us and asked us what we were doing with it, and we asked him what should we do. He said he never recommended a full fledged election with it, only a pilot.

Ruth:
I know Tyler forwarded a test ballot, I want to know when that was received by the executives and why there hasn’t been an effort to educate voters on the system.

Fahd:
January 4th.

Debate:
Julia Dalphy:
As Sarah eluded to, we called Tyler about this earlier and he seemed super anxious about doing this. The ballot on the screen does look confusing. Having a 2 day period of 24,000 people voting will get crazy for him. We should do first past the post this year, and then stipulate that in the next few months, CUSA should work with the elections office to run a simulation to see how it would work, also they should run a campaign to educate students on the system. I see his concerns and he is the expert. I think this is a good compromise of doing the due diligence that we should have done earlier.

Motion to add a be it further resolved regarding implementing ranked voting next year:
Mover: Julia Dalphy Seconder: Yannick

Questions:
None

Debate:
None

Vote:
Motion passes
Yannick:
For this upcoming election it would be nice to see a non-confidence vote option and an abstain button as compared to last year where you had to skip. The non-confidence vote would be a vote that goes against a vote for the candidate if you feel they aren’t qualified.

CEO:
In a first past the post election it is traditionally accepted to have the abstain as just an ignore but we will look at it. As for non-confidence that is interesting and would require us to really look into it.

Julia Dalphy:
One of the reasons why the reps last year supported ranked voting is because it essentially allowed a sort of non-confidence vote. Also on the old one if you accidentally click a candidate you can’t un-click. Also by adding a non-confidence vote it would fix the issues we had with the old system.

Fahd:
I think we can remedy that, we need to figure out a policy that can go to the CPRC. Also, to figure what happens in the case of non-confidence. To remedy what you’re saying I see no problem in putting an abstain. Like last year FASS had the most abstaining but is that just because of voter turn out?

Vote:
Motion passes with majority

Julia Parsons:
I would like to submit another amendment regarding election expenses, specifically in upping them to $350 or $400 to allow for clothing for executive seats.

Motion to amend:
Moved: Julia Parsons seconder: Justin

Questions:
None

Debate:

Vote:
Motion passes with majority

Vote on Writ of Elections
For: 22
e.  **Motion to Strike and Fill the Electoral Board**

**PRESENTATION SUMMARY**

Whereas in section 6.1 of the CUSA Electoral Code states that for every election, recall, or referendum there shall be an Electoral Board.

Whereas section 6.2 states that the Electoral Board shall be convened by CUSA Council no later than the day of the presentation of the writ of election, recall or referendum.

Whereas section 6.4(i) sets out the restrictions as to whom can sit on the board to: no one who currently holds a position on CUSA Council or in the Executive, or who is or expects to be a candidate for such a position during the term of the Electoral Board may hold the position of member therein.

**INFORMATION TRANSFER**

Be it resolved that CUSA Council strike and fill the Electoral Board with the following composition:

i. The Chair, being the Carleton University Ombudsperson

ii. The Members, being five (5) individuals appointed by CUSA Council.

Be it further resolved that CUSA Council decide on an honorarium for members of the board.

Motioned by Lauren Konarowski   Seconded by David Andrews

Lauren:
Very important that we do this now. A few people that were unable to come tonight have sent me applications that I will read out after those that have been able to come tonight speak for themselves.

Questions:
None

Debate:
None

Nominations:
Manuela Barenas: (As read by the Chair)

My name is Manuela Bárcenas and I am a third year student majoring in Journalism and Communication Studies. However, my involvement on campus doesn't stop there. I've been a volunteer for different organizations and clubs, and had the privilege to be the co-president for the Humanitarian Organization of Latin American Student in my second year. I also had the wonderful opportunity to become a Residence Fellow at Carleton Residence, and this year, I became a Community Developer for the department of Housing and Residence Life Services.

I am telling you about these experiences so you understand the love and passion I feel for the Carleton community. This is my home away from home, and I want all students to feel as lucky as I do for the privilege of attending this university. For this reason, I would like to apply to be a member of CUSA’s Electoral Board this year. I believe my communication, organization and critical thinking skills can bring a lot to the team, and help ensure this is a fair election process. I am a person that values hard work and good morals, and would love to be part of this group of people during the upcoming election.

I am attaching my Resume. Please let me know if you need any other information. I can be reached at manuelabarcenas@cmail.carleton.ca or (613) 890-6202.

Thank you very much for this opportunity.

Hannah Martin: (As read by the Chair)

Hello there,
My name’s Hannah and I'm a 4th-year communications student. On campus, I'm involved with the Communications Undergraduate Student Society and I also work as a Communications Specialist at the Department of National Defence.

I would like to sit on the electoral board to gain experience dealing with electoral issues and helping ensure a fair election. Please let me know if there is a possibility to get more involved or any further information that might be beneficial to this opportunity.

Thanks so much,

Ana Staffen (nominated by Charissa):
I have worked on several different elections such as RRRA, elections Canada, and High school elections. I understand how elections work and the issues that can arise. I work hard to eliminate any conflicts of interest and for these reasons I believe I am a great candidate for this position.

Arun Kumar:
I am a third-year engineering student from India. If I am elected I will ensure that Carleton has a fair election.

Brandon Wallingford:
I have sat on this board before, before any one you were at Carleton. I have been a student senators, a councilor and part of CASG as well. I really enjoyed sitting on it before and I really enjoy being a part of Carleton. I know all the issues related to Carleton’s elections and so I think that would make me a great candidate for this position.

Alejandra Andrade: (As read by the Chair)
Good Evening,
I am writing to express my interest for the position of member of the Electoral Board. I am a second-year Political Science and Economics student with a minor in Latin America and the Caribbean studies. Coming from a very undemocratic region in the world, I have experienced and lived the consequences of unfair elections. This has given me determination and passion to fight for what I consider important: justice and fairness. I am confident I am the right person for this position as I would work to ensure fairness in the election process as every Carleton student deserves, to ensure we experience a democratic process.
Best Regards,

Vote to accept Motion:
Mover: Abrar Rahman   Seconder: Liam Harrington

Motion Passes

Voting Results:
Ana:
Arun:1
Manuela:1
Hannah:1
Brandon:1
Alejandra:1

1 = win

Motion to destroy ballots
Moved: Zameer   Seconder: Abrar

Decision on Honorarium:
Ruth:
How much did they make last year?

Fahd:
I can’t find record of payment from last year, and they said they weren’t paid. I would recommend 150 dollars per member

Ruth:
I get paid 15 dollars as a committee chair, so what is the rationale for 150 dollars?

Fahd:
I decided on that because they should be making around 3 times as much, so maybe 45 dollars? It is a very big commitment so I thought it was a reasonable recommendation.

Chair:
Seeing no more numbers we will do a vote on 150 dollars.

Vote:
Motion passes with majority.

16. Adjournment:
Mover: Christopher Del Pino  Seconder: David Andrews

Motion Passes

Meeting adjourned @9:16pm
<table>
<thead>
<tr>
<th>Position</th>
<th>Councillor</th>
<th>Proxy(print name)</th>
<th>Signature</th>
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<tbody>
<tr>
<td>President</td>
<td>Fahd Alhattab</td>
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<td>Vice President Finance</td>
<td>David Andrews</td>
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<td>Vice President Internal</td>
<td>Lauren Konarowski</td>
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<td>Vice President Student Issues</td>
<td>Alex Noguera</td>
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<td>Vice President Student Services</td>
<td>Ashley Courchene</td>
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<td>Vice President Student Life</td>
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<td>Engineering and Design</td>
<td>Julia Dalphy</td>
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<td>Business</td>
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<td>Anthony Hajji</td>
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<td>Jennie Rankin</td>
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<td>Public Affairs</td>
<td>Justin Bergamini</td>
<td>Connor Thibodeau</td>
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<td>Julia Parsons</td>
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<td>PAPM</td>
<td>Jessica Beaudoin-Walker</td>
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<td>Science</td>
<td>Isabella Boushey</td>
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<td>Austin De Ste-Croix</td>
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<td>Journalism</td>
<td>Mona Mahmoud</td>
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<td>FASS</td>
<td>Laura-Kathleen Gifford</td>
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<td>Charissa Feres</td>
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<td>Christopher Del Pino</td>
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<td>Ruth Lau-MacDonald</td>
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<td>Computer Science</td>
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<td>John Davids</td>
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AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice President’s Report
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President Student Issues
   d. Vice President Student Services
   e. Vice President Student Life
6. RRRA Report
7. GSA Report
8. CASG Report
9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
13. Items for Information
   a. General Elections Feedback Discussion
14. Question Period
15. Other Business
16. Adjournment
CUSA Council Minutes
10th CUSA Council Meeting 2016-2017
March 1st, 2017
447 Tory Building @6:00 pm

Clerk: Brandon Burrill

Chair: Shawn Humphrey

Meeting called to order @ 6:19pm

Announcements and Correspondence:

Caitlin Salvino:
We have been working on the sexual violence policy for quite some time now and unfortunately a policy than doesn’t align completely with our message has been passed. So we are working on trying to make some more amendments. Some of our recommendations that were in the original draft were not passed even though other universities have incorporated it into theirs’. The most controversial aspect of the policy is that if you are sexually assaulted while under the influence of alcohol or drugs, you are the one who is liable, meaning that you could end up having to go to alcohol education classes, or being suspended or expelled. We are proposing amendment that would reverse this and help to support the victim of the crime, not punish them. For this reason, we propose the creation of a survivor advocate program, which is someone who would walk a person through the whole process of filing an incident. This person would be the liaison between the victim and the system that deals with the issue. There is already something like this at other Canadian universities. We are handing out the petition now if you would like to sign it, as well as we are emailing it to you so that you can send it to your constituents. We will be submitting it to Carleton on Monday March 13th.

Fahd:
I want to take a moment to say thank you on behalf of all students for your work. You have been working diligently on this since September, and we are very thankful. Good work, keep doing it.

Ruth:
I’ve been approached by a member of the Armenian Students Association regarding an incident that happened on campus today. He had mentioned it to Fahd, but I thought I should bring it up today. On behalf of the Armenian Students Association, there were un-approved posters on in the tunnels with hate speech towards Armenians. There was also vandalism on the posters of the Armenian Students Association. There has been an investigation into this by the Ottawa police. The student’s association is asking CUSA to make a public statement about the incident in order to denounce hate speech and stand with the students.
Lauren:
I have added in the agenda another item for information, which is the elections presentation from the CEO.

Mover: Lauren    Seconder: Fahd

Motion passes

Ruth:
I would like to make sure that the pending strike of contract instructors will be included in the discussion of this meeting.

Fahd:
Yes there will be a discussion about that.

Ruth:
Will this be in the report?

Fahd:
No there will not be a decision regarding support or no support for the strike since there is a lot of info on the subject that goes beyond a black or white decision.

Ruth:
Will we be discussing the termination of the CUSA general manager?

Fahd:
No because that is confidential and it is interesting that you already know about that regardless of the labour laws that protect issues of termination of employees. It will be discussed in an in-camera meeting during my report.

1. **Approval of the Agenda**
Mover: Abrar    Seconder: Mona

Motion passes

2. **Approval of Past Minutes**
Mover: Mona    Seconder: Abrar

Ruth:
There is an amendment made to the minutes.

Lauren:
The amendment was that the presidents report was only highlighted and not included, that is because it was the mid-term report.

Motion passes
3. **President’s Report**
   
   In-camera meeting begins:
   Mover: Fahd            Seconder: Mona

   Motion passes

   **Ongoing Projects:**
   - New Team Transition – weekly meetings and training
   - Policy and Governance overview – Corporate changes
   - Equestrian team – Legal challenge – Mediation in April
     - Proactive changes in regards to CUSA’s responsibilities with Clubs and Societies
   - Ablutions Room – Men and women’s footbath on UniCentre 2nd floor
   - Kicking off Yearbook #2, 75th Anniversary Addition
   - Henry’s – Roosters on the Go – flooring complete, and revisiting food options
   - Larger Bus Shelters – modeling new heated options

   **Past Month**
   - Sarkany Group Consultations – completing final report
   - CUSA and 3ci Housing Survey
   - Youth Jobs Advisory Council with Catherine McKenna

   **In the Office:**
   - Creating HR Standard Procedure Policy
   - Improving reporting systems, tracking, and

   **The Month Ahead:**
   - Collective Agreement Bargaining 1281 and 3011
   - Investigating Kitchen Manager for Olivers
   - Establishing CUSA Joint Health and Safety Committee

4. **Vice President’s report**
   
   **a. Vice President Finance**

   **Ongoing Projects:**
   - Receiving, reviewing, and meeting with campus groups that require sponsorship
   - Signing contract with BDO
   - Transitioning new VPF, Gavin Resch

   **In the Office:**
   - End of year budget evaluation
This Month:
- Working with scholarships coordinator to formulate communication strategy
- Transition booklet and strategy for incoming VPF
- Work on the policy guidelines surrounding defederating from the CFS

b. Vice President Internal Clubs:
- End of the year reception is March 31st in Fenn Lounge
- Working out some new systems with Scotiabank to ensure clubs are getting what they need.
- CUSA Hub Contest: Pics or It Didn’t Happen, 300 dollar cash prize for Club or Society who wins.
- Sponsorship packages for end of the year club events

In the Office:
- SIF problems and solutions
- Will be working on new bylaws surrounding this.
- Working on policies surrounding levy groups.
- Yearbook content creation

c. Vice President Student Issues
Development of CUSA's Sexual Violence Prevention and Support Framework
- Chair: Caitlin Salvino, Vice Chair: Kelsey Gilchrist
- Framework focuses: Support, prevention and advocacy
- Information Meeting: open to all, Wednesday March 6th

Financial Literacy Week: TAX CLINICS
- Tax Clinics: Week of March 20th (UC) 11:30 - 3:00 pm
- Confirmed Workshops: (Time and Location To be Confirmed)
  YOUR FINANCIAL FUTURE (Investors group): Factors Affecting Money Decisions, Budgeting, Paying Off your student loan and Saving for the future.
  MONEY MATTERS: How to create a spending plan that matches your expenses and credit management.

Diversity Month:
- International Food Fair, Wednesday (Third wee of March between 11:30 am and 3:00pm)
- Photography Contest (All Month)
- Awareness button contest (Third Week of March)
- Intersectionality Talk (Last Week of March)
- Multi-religious talk on tolerance respect and Love (Last Wednesday of March at Roosters 8:00pm)
d. Vice President Student Services
   - Hired a new coordinator for REC HALL: Hassan Al-Khairilla.
   - Hired a new coordinator for Womyn's Centre: Muna Mohamed
   - REC Hall’s Black History Month has finished, shout outs to Kareen and her volunteers, and everyone else who helped put on such a successful campaign.
   - The Women's Only Gym Hour has now been implemented: It is now a space in one of Athletics Yoga Rooms. Hours are as follows: Monday, 10:30-11:30am; Wednesdays, 3:30-4:30pm; Friday 3:30-4:30pm. Thanks to the Womyn's Centre, particular members of RRRA, The CUMSA, and the GSA for working tirelessly to see this happen. We hope to continue working towards a safer environment for all women in our gyms and elsewhere through the other objectives set forth in the campaign.

e. Vice President Student Life

   Past Events:
   - Escape Room

   Ongoing Projects:
   - No More Raven’s Gala
   - Potential End of Year Concert
   - Work-Study Grant Program
   - Online Room Booking Changes
   - Res Move Out Crew
   - CUSA Mentorship Program

   Upcoming:
   - Kanye Night March 9th - Ollies
   - Trap Night March 30th – Ollies

5. **RRRA Report**
   None.

6. **GSA Report**
   I guess I’ll start off by taking about the women’s only gym hour. The implementation is a yes and a no. I talked to athletics about it and the promotional email about the initiative that was sent out a few weeks ago included language that was used was not appropriate and there was no mention in it that it was a student run initiative so we will be taking about that with them. Also, the hour will only be a trial right now. They’re trying to run a
study to get feedback from students on their experience in the gym. Right now, they are using the yoga room to get interest from students and depending on when people go to that it will be indicative of when they will actually hold the hours. Other things that were discussed were things like student parents and affordable child care. Tomorrow at 4 on Sunnyside there will be a banner drop for the sexual violence policy amendments. We are not sure what is happening with the strike. As grad students, we wear two hats so we are following CUPE. If you have questions about the strike, ask me.

7. **CASG Report**
   we started this year with a by-election for the VP of academics, Mahmoud, who won, is here tonight. On Friday, we passed our syllabus motion that will go to committee. What we are looking at is having professors give students syllabus’s certain days in advance. We had study snacks. We have a meeting for our governance structure on Monday. We have a team going to relay for life. Follow our FB page to find out what’s going on.

8. **Senate Report**
   None.

9. **Board of Governors:**
   The last BOG meeting was the one where they discussed the tuition changes. The board voted in favor of a 3% increase as the maximum amount for graduate students. We will be seeing an increase for the next two years. We voiced ourselves to the university about what is going on. Most of the discussion was around the Ontario free tuition for students who come from households of $25,000 or under. The university said that approximately 48% of students will be affected. It will be interesting to see how this affects retention and enrollment. So, there was a large discussion around this.

10. **Constituency Report**
   **Ruth:**
   Next week I’ll be meeting with the director of environmental safety and we will be working on creating a policy for health and safety. I will follow up with council to keep everyone up to date. I have been receiving interest in the open position for the FASS seat on council, so looking to find some interest in having a by-election on that

   **Yannick:**
   Carleton engineering society is holding elections. March is national engineering month and it will be packed with some interesting and fun events.

11. **Committee Reports**
   a. Constitution and Policy Review Committee
      i. Meeting in March and will have a joint meeting with the Financial Review Committee.
   b. Student Issues Action Committee
   c. Council Participation Committee
   d. Student Union Building Planning Committee
   e. Financial Review Committee

12. **Items for Information**
a. Elections presentation from CEO

CEO:
The 2017/2018 results will be read:

2017-18 CUSA Elections
Official Results

Executive:
President: Zameer Masjedee

Vice President (Finance): Gavin Resch

Vice President (Internal): Cat Kelly

Vice President (Student Services): Alexis Oundo

Vice President (Student Issues): Alexandra Noguera

Vice President (Student Life): Abdullah Jaber

Constituency Representatives

Sprott School of Business:
Daniel Giacca

Tom Whyte

Faculty of Arts and Social Sciences:
Kennedy Aliu

Lily Akagbosu

Claudia Calagoure-Perna

Julia Van Drie

Faculty of Engineering and Design:
Michael Aide-Akhibi

Mahmoud Sabry

Katerina Kouloufakos
Andre N. Lawrence
Emma Maddock
Andrew Vincencio

**Faculty of Science:**
Nima Dadar
John Haddad
Yvonne Osagie
Hassan Zafar

**Faculty of Public Affairs:**
Ryan Clancy
Jenny Giang
Brittanie Jonidi
Julia Parsons
Connor Thibodeau
Cameron Wales
Hannah Waye

**Special Student:** Brendan Mcloughlin

End of election results.

**Mona:**
This is official? There aren’t any outstanding issues?

**CEO:**
This is official

**Charissa:**
Regarding the empty seats in FASS, who decides that there will be a by-election?
Lauren:
I will be discussing that with Cat Kelly. The common precedent from the past has been that students submit application to council. Council reviews the application, and they vote on the students they want. If we opened it back up to the students, we would have to hire new CEO and DEO in May and open voting booths and online voting.

Julia Dalphy:
My constituents and I are hoping that the unofficial results can be better vetted for the general election next year. We don’t know who posts them but it would be nice if there was some more eyes looking over it before it was posted because they were missing a candidate and it was embarrassing for the student. We understand its unofficial but just so it is noted.

CEO:
I’d like to apologize for that and we are grateful for you guys catching that for us.

Sophie:
In regards to by-election, will the students be able to motivate themselves in council?

Lauren:
Yes.

Charissa:
When can we expect the election report?

CEO:
By the end of the academic year.

b. General elections feedback discussion
Yannick:
In terms of common proactive for everything that CUSA does, I think that having a feedback discussion is a good idea. I have some points about the elections. I think that it went quite smoothly but I have some points about the CEO and not CEO related things. So, the town hall wasn’t really a debate, it ended up being a pep rally. I don’t think there should have been any screaming or anything, we were supposed to be able to ask questions. A recommendation would be that we have it in a closed space. Another point is current executives endorsing a new slate. It’s a little sketchy when the VPI chooses a CEO and DEO then endorses a slate. Also, executives volunteering for slates. Would their campaign hours count toward the budget? Additionally, the office of the CEO and DEO did not make any comments about issues that were submitted, what was the reason for this?
CEO:
I wanted to take a moment to clear the air on the policies that the elections office pursued. My comment in regards to this is the fine line between transparency and impartiality. We decided not to talk about issues when they went to the electoral board in order to maintain impartiality.

Yannick:
Should the executives who spent a week in the tunnels campaigning have one week’s pay removed? Electoral code specific points: I think that asking organizations to back slates should not be allowed. Personal FB messages shouldn’t be a thing. Also, personal attacks vs slate attacks.

Julia Dalphy:
For me, with the debate/pep rally, I absolutely hate the debate so I didn’t even go. I think it’s bad so it should be redone completely. Especially since it’s a way for students to get information about who to vote for. I find there is no other way for students to get info other than through Facebook or in the tunnels on elections day. I think that the slates should submit a report to the elections office and to have it included as a link on the ballot so that students can review the slate before making a random choice because they don’t know who to vote for.

CEO:
So you’re recommending a supplement to send to all Carleton students the information about each slate?

Julia Dalphy:
Yes, and even on the ballots. Candidates should submit their platform by a certain date to have it included on the ballot. It gives an equal opportunity for everyone to access information.

Sophie:
Reviewing the ballots before they go out would be good because there was no note on the ballot distinguishing vote of no confidence versus abstentions.

Ruth:
Something we should look at for next year is oversight for the CEO and DEO office as there wasn’t consistency for hours of operations.

Sarah Garlough:
In the report, maybe give a thought about how you would do ranked voting.

Mona:
I want to say thank you to the CEO and DEO office because I felt like I saw you guys running around a lot. I think you did a great job.
CEO:
It was an interesting experience. It’s something that I would do again as it’s a very different kind of dynamic. I want to commend all the candidates who put their name forward.

Julia Dalphy:
As a stipulation to delaying the ranked voting, we had the vote of no confidence. I think that it’s something that CUSA should look to keep permanently on their ballots. For engineering, we use it and it has proved useful as it gives students an out when there are no qualified candidates.

Charissa:
I wanted to make a recommendation in terms of guidelines around slates and candidates using current CUSA space to keep volunteer supplies in there. I think it gives them an unfair advantage.

Andrew:
About the debate, it wasn’t the greatest for FED as we didn’t actually have any students from FED show up other than the candidates. Are these events streamed? Some of my friends did want to come but they didn’t know about it either. If there are streams, maybe have them advertised better.

Brian:
The Facebook event itself was the only advertisement we saw for the debate and it was made on the day of the event.

Julia Dalphy:
Even though there was live stream, you couldn’t hear anything because of all the screaming.

CEO:
Do you guys like the idea of using KMT for the debate?

Lauren:
It costs about 700 for one night.

Ruth:
Is there any way in your report to include a measure of how most of the polls were used? Because its expensive to hire students for it if no one is using the poll.

CEO:
Poll clerks weren’t keeping track of how many people came so it could be difficult.
**Question Period**

**Julia Dalphy:**
Fahd, is there a reason why the new executives aren’t here? Or don’t come to meetings now?

**Fahd:**
There is no real reason, other than that they don’t start until May 1st. We have our weekly meetings with them but there are no documents related to transition, but we should start doing that at the next meeting and I will create a list of best practices.

**Julia Dalphy:**
Good idea. I would encourage the councilors to do the same with the new councilors. It can help to give them experience on what to expect and understand what happened this past year. Also, a transition policy would be really nice.

**Sarah Garlough:**
Is there a formal transition report for incoming execs?

**Lauren:**
We do, but they aren’t standardized.

**Fahd:**
It’s much more like, “What do you think they should know?”. Since we have been working with them in the office for the last two weeks, it helps them with understanding what to do on the job. Also, a lot of things can’t really be written down as it is more of an oral transition. We will do our best to standardize them though.

**Ruth:**
You skipped over senate report, was there a representative there?

**David Andrews:**
I was there, and the things that were discussed were about the strike. We discussed stuff like external sources for accessing the services of the people who might strike. The motion got voted down. A motion was brought forward by CASG about submitting syllabus’ earlier to help find more affordable options on textbooks.

**Ruth:**
Can you explain academic amnesty?

**David Andrews:**
The issue was around, If there was a strike and students were unable to complete their credits, would students be able to access external sources to do so? Unfortunately, the
motion was brought down because there were no concrete sources to provide students with the services.

Ruth:
Was there any mention about reimbursements to students if they are unable to complete their credits because of the strike?

David Andrews:
There was no mention of it.

Ruth:
How did you vote on the previous motion about external sources?

David Andrews:
I voted in favour of it.

Cameron (Student):
For Fahd. About the tuition issue on BOG. You said you didn’t know what the BOG was talking about when they said the 48% of students benefiting from the tuition grant. Were you able to clarify it?

Fahd:
I knew what they were talking about but just did have access to the data to really understand their statement. I will try to find out how they got those numbers. But they seemed optimistic about it helping students.

Cameron:
If you are able to get the info will you share it in a report to council?

Fahd
Yes.

Charissa:
I wanted to check in with the executives about the CUPE strike and what your position is because a lot of the workers are undergraduate students.

Fahd:
We haven’t engaged in it because it is a complicated issue. It’s a collective bargaining agreement with the university and the union and its up to them to find out what’s best with their workers. We are here to support the students. We have not taken a stance and don’t feel it’s appropriate to do so.

Sophie:
Are you then separating undergrad TAs from the rest of the student body?

Fahd:
No, but their union is their primary source of representation in this issue.
Charissa:
I was wondering if the executives were looking to find interpreters for the meetings

Lauren:
We are currently sourcing out a new company to for interpreters.

14. **Other Business**
Zameer:
National engineering week is coming up and there will be a Lego event with the prize being two passes to Bluesfest.

Lily:
The CUSA international student’s committee will be having a meeting later this month. Contact me for details.

Mona:
I am currently planning a health and wellness week around the end of March.

Abrar:
AFP, Unicef and free the children are having a gala at the end of the month at St. Elias. I will make a Facebook page about it.

15. **Adjournment:**
   **Mover:** David  **Seconder:** Sarah Garlough

   Motion Passes

   Meeting adjourned @8:21pm
CUSA COUNCIL MEETING MINUTES
April 5th, 2017 @ 7:00 pm

Prepared by:

Brandon Burrill, Council Clerk
Lauren Konarowski, Vice President Internal
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April 5th, 2017
April CUSA Council Meeting
447 Tory Building, 7pm

AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
4. President’s Report
5. Vice President’s Report
   a) Vice President Finance
      (i) Report from April’s motion
   b) Vice President Internal Affairs
   c) Vice President Student Issues
   d) Vice President Student Services
   e) Vice President Student Life
6. RRRA Report
7. GSA Report
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9. Senate Report
10. Board of Governors Report
11. Constituency Report
12. Committee Reports
   a) Financial Review Committee
   b) Constitutional and Policy Review Committee
13. Question Period
14. Items for Information
   a) Motion to Strike and fill the CUSA Awards Committee
   b) Motion to Amend the CUSA Documents Re: CUSA Inc Distinction
   c) Motion to Give Public notice of Seat Vacancies
15. Other Business
16. Adjournment
CUSA Council Minutes
12th CUSA Council Meeting 2016-2017
April 5th, 2017
447 Tory Building @7:00 pm

Clerk: Brandon Burrill

Chair: Shawn Humphrey

Meeting called to order @8:12 pm

1. **Announcements and Correspondence:**
   None.

2. **Approval of the Agenda**
   **Mover:** Mona  **Seconder:** Chloe

   Motion passes

3. **Approval of Past Minutes**
   **Mover:** Mona  **Seconder:** Ryan Herbrand

   Motion passes

4. **President’s Report**
   See year-end report.

5. **Vice President’s report**
   a. Vice President Finance
      i. Report from April’s motion

   b. Vice President Internal

      1. CUSA LAUNCH—Complete
         a. Professional Development Workshops for Clubs – Finance, Transition, Graphic Design.
         b. Clubs Handbook
         c. CUSA Hub Workshops
         d. Clubs Conference
         e. Clubs End of Year Celebration
         i. Suggestions for next year: Keep improving the conference, it was the best we had yet! Keep up with CUSA Hub, its changes, and making it more useful for Carleton and CUSA.
2. MORE SPACE LESS HASSLE FOR CLUBS AND SOCIETIES – Complete
   a. Renovated third floor storage, booking on CUSA Hub.
   i. Suggestions for Next Year: Advertise this more, look at cleaning up downstairs storage for large items.

3. TOP UP CLUBS AND SOCIETIES TOOLKIT – Complete
   a. Ipads, tablecloths and other little items made available with bookings.
   b. Booking systems are now on CUSA Hub, not through website directly.
   c. NEW IMS option!
   i. Suggestions for Next Year: More items, the better.

4. INCREASED FUNDING FOR STUDENT INITIATIVES – Complete
   a. SIF went up to 28 thousand dollars
   b. Seriously partnered with Sponsorship and Grants
   i. Suggestions for next year: Philanthropy fund for student groups.

5. INCREASE CLUBS FUNDING – Complete
   a. Highest clubs funding CUSA has ever had
   b. Brought back Summer Funding
   c. Additional November Deadline
   i. Suggestions for next year: Keep these deadlines. Students loved them, response was fantastic.

6. INCREASE COUNCIL TRANSPARENCY AND IMPROVE CLARITY – Complete
   a. Funding Rubrics/Application Forms
   b. Electoral Code Revamp
   c. CUSA/CUSA Inc Distinction
   d. Council Reform
   i. Suggestions for next year: Be sure to hold byelections, make council more and more accessible. Facebook lives have been working great.

7. Jobs – Complete
   a. Policy Analyst
   b. 3 Clubs Interns

c. Vice President Student Issues
   Increased CUSA presence at International Student Orientation
   Accomplishments
   • Increased CUSA awareness at academic orientation
   • All service centers present at the international student orientation fair for the first time
   • Introduction of CUSA welcome letter and Tips for International Students by International Students in Orientation Packages.

   To work on next year
Get a time block at international students’ academic orientations to talk about what CUSA is and ways in CUSA can support International Students.

Development of the Walk and Talk “Safe Walk Program” through the FOOT PATROL
Accomplishments
• 613-520-4066 for a walk anywhere on campus and up to 30 mins off campus. Safe walk services are available from 6pm to 12am on weekdays (6pm-2am on Thursdays).

To work on next year
• Increase awareness about this service

Sexual Assault Awareness Week: beFOREPLAYask
Accomplishments
• Increased diversity in the programing
• Manifest Change on consent
• Manifest Change on gender based violence
• Not your typical Sex Talk on Sexuality and Consent by Dr. Justine Shuey
• Intersectionality by the Sexual Assault Support Center of Ottawa
• Off-Campus Sexual Violence Support Resources
• Expansion of the Cloth line project as an initiative to get more students started in the conversation: 60+ decorated t-shirts
• Introduction of pre-campaign teaser video

To work on next year
• Make sure peer supporter is available at all times during the tabling.
• Introduction of an all year CONSENT TEAM that has to go through bystander training that plays a leading role in the campaign.
• Make it a part of the CUSA Sexual Violence Education plan but not the main element: Sexual Violence Prevention and Support Framework
• Development of a survivors speak series

Pop The Stigma
Accomplishments
• Establishment of a campaign consultation committee to ensure comprehensive programming.
• Expansion of Pop the Stigma campaign material: therapy balls and campaign bracelets
• Partnership with Paint Therapy Ottawa in Paint Therapy at Carleton: The most engaging event at Pop the Stigma yet. (brings a lot of attention into the campaign and into talking about Mental Health).
• More therapy animals and Laughter Yoga Session

*To work on next year*

Increased student engagement in workshops.

**Carleton University Mental Health Framework**

Please do check it out:


Wouldn’t have been possible without student engagement.

*To work on next year*

Engage students in the Mental Health Framework Implementation Committee

**Financial Literacy Month**

Accomplishments

• Partnership with the awards office in bringing in 6+ financial literacy session and increasing awareness on the application process to Carleton University awards.
• Robert Brown: Wealthing Like Rabbits, an original intro to personal finance
• All about scholarships
• Budgeting 101 with CSAS
• Credit Counselling Society Workshops
• Repaying your government student loans with the NSLSC
• Atrium Fair

*To work on next year*

Dedicate the month to also increase awareness in CUSA scholarships and the newly established CUSA scholarship advising services (scholarships coordinator) during Awards week. Work with scholarships coordinator in developing a list of external scholarships students with different profiles are eligible to apply to and share during this week.

**SUB Consultations**

**Therapy Animals**

Accomplishments

• More therapy animals during midterms and finals
• Moving towards a more consistent visits by making it a part of CDAC programing.

*To work on next year*

Aim to have two visits per week at consistent times so students know when to come.
First Rethink the Drink Talkback tour / Drink Smart
- Continued partnership with Drink Smart to raise awareness about Binge Drinking
- First ever Rethink the Drink talkback tour panel: one of the most interactive panels yet. Extremely engaging, all feedback was great. Definitely something to bring back.

Increased Collaboration with Career Services
- It All Adds UP Campaign: Mental Health and Career Development Focus
- Resume Reviews at the Galleria
- All about Linked In at the Galleria

Recommendations
Develop consistent programming.

Tax Clinics
- Continued Partnership with SAS
- Workshop on budgeting by the Investor’s Group

To work on next year
More Free Tax Clinics. Do them at the UC galleria? Get lower storage USB drives.

Study Snack expansion
- Newly introduced: Coffee, Granola Bars, Chocolate, Bananas.
- Twice as Much Red-Bull.: Thanks Christian.
- Golden tickets contest: Makes exam season more fun and gives students the opportunity to earn twelve 25 CAD certificates that can be spent at Roosters.
- Partnership with the food center to raise awareness about food security at Carleton and the center.
- Looking to partner with G-spot for more vegan options.

For next year:
Look into having more of the study snack food sponsored.

Sexual Violence Prevention and Support Framework
This is probably one of the most exiting projects of the semester.
- Framework development committee constituted.
- Bi-weekly Taskforce meetings
- Monthly consultation meetings
- To be ready by June 30
- Implementation plan starts its development June 31
1. Expo 2016 – Complete
   a. All Service Centres attended; booths very well attended; handed out tons of Service Centre bags and information handbills
   i. **Suggestions for next year:** Create an interactive section that is exclusive for Service Centres

2. Service Centre Revamps – Complete
   a. Aboriginal Service Centre renamed to Mawandoseg Centre
   b. ISC rebranded
   i. **Suggestions for next year:** Allocate Service Centre spaces more efficiently. My idea: Foot Patrol to HWRC; Mawandoseg to BECS; HWRC to Foot Patrol.
   ii. Or maybe HWRC to a broom closet. ¯\(_\)/¯

3. Training – Complete
   a. Service Centres received training in Sexual Assault Prevention, Active Bystander, Social Media, and Union training.
   i. **Suggestions for next year:** Continue work with Service Centre Manager to expand on training modules: First Aid, Crisis Intervention, Relationship training, Grief and Loss, Mental Health, Suicide, Youth Issues, Addictions, Domestic Violence, and Allyship.

4. Signs and Banners - Complete
   a. Created new wayward signs for third floor UC Service Centres
   b. Ensured all Service Centers had a stand up banner for tabling purposes
   i. **Suggestions for next year:** Wayward signs for 4th floor; sign up sheets for banners to avoid misplacements.

5. Service Centre Website Revamp – Complete
   a. Worked with front desk to improve lay out, create more content
   i. **Suggestions for next year:** look into other content management systems for the website i.e, find something other than WordPress. ¯\(_\)/¯

6. Paintball – Ongoing
   a. The tickets still exist – I hear Zameer might have a plan for next year.
   i. **Suggestions for next year:** Don’t buy paintball tickets.

7. Passport Contest – Complete
   a. Printed 500 passports; 450 handed out; 1 Winner. Prize included $500 Visa Gift Card
   i. **Suggestions for next year:** More promo/tabling from Service Centers. Incentivize their inclusion.

8. Women’s Only Gym Hour - Complete
   a. Got a workout space created for women as a trial run.
   i. **Suggestions for next year:** ...
9. First Aid Kits – Complete
   a. Kits are installed, complete with instructions and emergency numbers. Found in all Service Centres.
   i. **Suggestions for next year:** Ensure First Aid training is included in Service Centre coordinator training, and knowledge of all First Aid kit locations.

10. AFCOM – Complete
   a. Monthly meetings were held with board members for various proposals. Pursuant to the bylaws, all proposals pertained into increasing the accessibility of CUSA spaces and events.
   b. Passed a motion through council to provide extra financial support for students with disabilities through the Paul Mention Centre.
   i. **Suggestions for next year:** A new policy should be implemented that outlines the procedures for how PMC acquires the funds from CUSA. It is convention right now, but get that in writing.

11. Service Centre Projects – Complete
   a. RISE 2017 – 12 events throughout the month of January. Theme was Indigenous sexuality. Pro.
   b. Black History Month – Theme was BLK SZN; 11-12 events. Huge Success
   c. ISC Gala – Theme was Snowflake ball; 200-250 attendees; some missteps over ticket sales & food, but a success overall.

12. ASM/ISM – Complete
   a. Monthly events with coordinators to check in on wellbeing, progress, try to provide support, correct behaviours etc.
   b. Many times these meetings were held informally, sometimes formally with food, sometimes without...
   i. **Suggestions for next year:** Keep them consistent so Service Centre coordinators know what to expect.

13. Hiring – Complete
   a. Over the year we hired coordinators for HWRC, Mawandoseg, Food Centre, REC Hall, Womyn’s Centre, Hatch and CDAC -- 10 coordinators in total.
   b. There are coordinators that have left or are leaving: GSRC, REC Hall, Womyn’s Centre, HWRC, ISC, and Food Centre.
   i. **Suggestions for next year:** Take time when hiring. It sucks because coordinators want their co-worker but it is better to take a little more time in getting the right candidate than hiring a crappy candidate and having to repeat the process. Work with the Service Center Manager; he’s great.

14. Union Negotiations – Ongoing
   a. Got an overview of what CUPE 1281 may be asking and what we will be asking.
b. Negotiations might not actually take place until after I leave, so incoming VPSS and I will have that discussion.
i. Suggestions for next year: Not applicable.

e. Vice President Student Life

1. THE BEST PRE AND POST GAME PARTIES
   • Status = COMPLETED
   • Post game events for Homecoming and Colonel By Classic at Ollies
   • Next: Host events for smaller games (ie: home openers for a variety of sports) and e-mail blast all students with a varsity pass

1. BRING THE PARTY BACK TO CAMPUS
   • Status = COMPLETED
   • Live Band Karaoke at Ollies, Craig Cardiff at Roosters. Kept programming on campus vs external venues
   • Next: Host a concert at Ollies (Coleman Hell/Designer fell through)

1. HYPE UP HOMECOMING
   • Status = COMPLETED
   • Reintroduced tailgating which SOLD OUT 24 hours prior to kick off
   • Next: Hold more activities (water pong? Other sports) and offer free food (hotdogs)

1. GIVE FROSH A FACELIFT
   • Status = COMPLETED
   • Introduced Mont Cascades waterpark day and contributed towards concert to bring in Walk off the Earth
   • Next: Improve frosh kits and increase competitiveness between teams for better attendance and engagement

1. HOST AND SUPPORT DIVERSE EVENTS
   • Status = COMPLETED
   • Programming for a variety of students including summer Pokemon Go event, various themed Ollies Nights, Monthly Video Game Days w/ SEO, Latin Sparks night at Ollies w/ HOLAS
   • Next: More daytime programming and larger variety of Ollies Theme nights (ie: Queer night, Country night, Dancehall night etc.)
1. IMPROVE YOUR CUSA SWAG COLLECTION
   - **Status = COMPLETED**
   - Purchased higher quality products and introduced a larger range of colours
   - Next: Sell swag online at cheap prices

1. STREET TEAM REVAMP
   - **Status = COMPLETED**
   - Record number of volunteer signups at Fall Orientation through use of iPads and Survey Monkey. Better volunteer turnout at CUSA events and better oversight with new Volunteer Coordinator
   - Next: Volunteer Management software

1. NEW UOTTAWA VS CARLETON HOCKEY GAME
   - **Status = COMPLETED**
   - Partnered with Athletics on event, was able to host it at TD Arena and Carleton obviously beat UOttawa
   - Next: More promo and better date to increase attendance

1. UFC PROGRAMMING AT OLLIES
   - **Status = COMPLETED**
   - Alvarez vs. McGregor UFC 205 was held at Ollies with great turn out and bar sales
   - Next: Look at other potential PPV sporting events we could host

1. ESCAPE ROOM
   - **Status = COMPLETED**
   - Partnered with Escape Manor to bring Escape Room to campus. Feedback was great and lots of students walked away with gift prizes
   - Next: Look at future partnership opportunities with Escape Manor. Potential scavenger hunt during Fall Orientation

1. REINVENT REDZONE
   - **Status = COMPLETED**
   - Restructured RedZone with Athletics to allow for more engagement, better leadership opportunities and more perks. Will function as “Bird Gang” in the upcoming year as part of the Ravens Sports Business Club
   - Next: Continue to collaborate on sporting events next year. Might require CUSA to host more “celebration” event
1. MICROWAVES ACROSS CAMPUS
   • Status = **IN PROGRESS**
   • Purchased enough microwaves to have one in the 12 busiest buildings. Provided university with locations for each and signed off on electrical costs associated for installation
   • Next: Ensure university completes electrical work during the summer so microwaves are ready for a Fall launch

6. **RRRA Report**
   Sent their election to the ombudsman for review, and he said that the reelection should happen later this month. So, they are still trying to figure out what is happening for next year. Only online campaigning will be allowed. This is still being disputed over the ombudsmen jurisdiction.

7. **GSA Report**
   Working on accessibility policy, feel free to come help out with that.

8. **CAGS Report**
   We have a new exec that is coming in, we are currently working on transitioning them. Gave out scholarships last week, gave out $3000, and we paid our debt to the awards office so next year we will be giving out $6000. We are doing our funding for clubs and societies, we have given out approx. $5000. Also, study snacks next week

9. **Senate Report**
   Fahd:
   Mr. Peter Ricketts is leaving the university. There will be a change in the strategic mandate of the university because of new Ontario legislation and the metrics that they want on funding. I have a big presentation on that, if you are interest you can come speak to me about it. We also approved a new program for media production and design.

10. **Board of Governors:**
    Have not met.

11. **Constituency Report**
    Yannick:
    We held a transition meeting with FED reps.

12. **Committee Reports**
    a. Constitution and Policy Review Committee
       i. None.
    b. Financial Review Committee
       i. None.
Lauren:
If you were a chair, please send in your minutes to get paid.

13. Question Period
Sarah Garlough:
Has anyone gotten out of the CFS?

David Andrews:
Yes, it has happened. It is really tough and there is a lot to get through. As long as you follow the bylaws you will have a good chance of getting out.

Fatima:
Fahd, what is your relationship with the consultants that you have hired?

Fahd:
Circany group is a group of former Sprott undergraduates that have won case competitions. They heard about what we are doing for consulting and they offered their services for about half the price of what other firms offered in terms of cost. We determined it was the best fit.

Julia parsons:
Can you talk about the things that the CFS provide versus what CUSA provides and the cost analysis?

David Andrews:
Each student pays $16.25 a year and that amounts to around $300,000 a year. We get a lot of campaign materials from them, but CUSA has been able to replicate the services they offer and for cheaper.

Ruth:
I looked at the website of the Circany group, and one of the founders was your campaign manager last year, Fahd. What is your relationship with them?

Fahd:
The specific member that you are referring to helped me when I ran for council, and he was a friend and still a student at the time. My relationship with them is purely on start-up help. They founded this group in their graduating year. They pitched to us exactly what we were asking for. They gave us an entire plan and we were impressed. It costs $20,000 over 10 months for 2 individuals. This is extremely reasonable compared to other consulting firms for nearly the exact same results. They are providing skills that none of our current staff has. They have gone on to do much more consulting work outside of this. They have proved themselves immensely.

Ruth:
Was the Circany group incorporated prior to this proposal going out? Or was CUSA the first client?
**Fahd:**
The relationship was purely professional, and they reported directly to the GM of CUSA. In regards to their incorporation, I can’t speak to that, but I believe they were incorporated before their pitch. Also, we can’t sign a contract with them unless they are incorporated. They also have their legal HST number so that they can collect the charges from us.

**Julia Dalphy:**
When did you get the recommendations from them?

**Fahd:**
They did a lot in the summer, but they gave out incremental reports as the reports for each business came out. But now we have a full report.

**Katerina:**
About the new jobs that were created for CUSA? Where did the money come from and how much did it cost?

**David Andrews:**
Of the five jobs, Christian was able to find grants to pay for these through the government. The additional one for marketing doesn’t cost us anything, he charges students directly. The service centre job costs around $40 – $45k.

**Lauren:**
The new jobs that I created are honorarium based.

**Julia Dalphy:**
Regarding the CFS, can you give a summary of what CUSAs interaction with them is? When do you get to have meetings with them?

**Fahd:**
There are five conferences that we have the ability to attend. The first is a skills conference that is about teaching. Then there are four annual conferences. 2 for national, 2 for provincial. The four meetings you can submit motions, and it’s basically one big council meeting. The CFS is always open to communication but they don’t have the best mediums for that, mostly their website is rough. But all school can interact with them during those meetings.

**Julia Dalphy:**
How much money do you think the CFS has spent in the last number of years on fighting student unions?

**Fahd:**
This exact question was asked about 5 to 10 times at the last AGM and they would not answer it. We asked about a miscellaneous fund and they said they couldn’t talk about for legal reasons. There have been arguably millions of dollars spent on this miscellaneous line over the last few years. Also, the claims in regards to their hidden
bank account which had nearly 1.1 million dollars circulated through it was brought to light by one CFS worker that said that some of these fees were used to fight legal battles, and some was used to run de-federation counter campaigns. We also found that they have a campaign list for fighting de-federation. This gives us a lot of info about how much effort they put in to preventing de-federation.

David:
Many schools have spent nearly 1 million dollars on de-federation legal battles. And over the last 25 years there have been 18 legal battles, so imagine the money that has been spent that could have gone to programming.

14. Items for Information
   a. Motion to Strike and Fill the CUSA Awards Committee

   Motion to Strike and Fill CUSA Awards Committee

   Presentation Summary

   Whereas it is the responsibility for the selection for all awards administered by CUSA lie within the CUSA Awards Committee.

   Whereas the committee consists of the following members:
       a. The University Vice-President in charge of student affairs or delegate.
       b. The University Vice-President in charge of academic affairs of delegate.
       c. A member of the Faculty chosen by the Senate.
       d. The CUSA Vice-President Student Issues, who shall sit as Chair of the Committee.
       e. Two students chosen by the Council, of which a minimum of one must be a member of Council.

   Whereas the committee must make a decision by April 15th.

   Information Transfer

   Be it Resolved that CUSA Council chose two students, of which a minimum of one must be a member of Council, by election, to sit on this committee.

   Motioned by: Alex Noguera   Seconded: Lauren Konarowski

   Alex:
   So, we want to give students awards and we need 2 students to be on the committee. Whoever wants to be on it, please feel free to nominate yourself. At least one needs to be a council member.
Cody:
When would these awards be released?

Alex:
The third week of April of this year.

**Nominations:**

Sarah Garlough:
I have been on council for 2 years, I have worked a lot with engineering to see how great our students are, and engineering hasn’t had a seat on committee all year.

Lily Akagbosu:
I have been involved on campus quite a bit, and these experiences have helped me to see how much our students have an impact on campus. These experiences would help me choose the most deserving students.

Scott Taylor:
I am very involved on campus and working on committees, I am not on council so I would be a good rep of this.

Julia Parsons:
I am fairly involved on campus in many different societies so I know what it takes to make an impact here. Also, I know what it’s like to assess a resume and judge character.

Liam Harrington:
This is my last term on council but I will be moving on to the BOG. I have worked with the student initiative fund, looking at funding student groups that are deserving based on their impact in the Carleton community.

Winners:
Scott Taylor
Sarah Garlough

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**b. Motion to Amend the CUSA Documents Re: CUSA Inc Distinction**

Motion to Amend the CUSA Documents Re: CUSA Inc Distinction

**Presentation Summary**

Whereas Carleton University Students Association acting upon legal advice received, hired a legal policy analyst for the dates of July 1st until August 31st.

Whereas this analyst researched, interviewed and sought out professional legal help in drafting the revisions to the bylaws and
policies surrounding CUSA the association component, as well as the incorporation component.

**Information Transfer**

Be it resolved CUSA Council accept and adopt the changes that the policy analyst has suggested outlined in the documents sent to Council March 17th; CUSA Constitution, Bylaw IV Finance and Fees, Bylaw XIII Human Resources, Council Meetings Policy, Financial Review Committee Policy, Executive Terms of Reference, The Other Policies.

Moved: Lauren Konarowski  
Seconded: Fahd Alhattab

**Questions:**
None

**Debate:**
None

**Motion Passes**

c. **Motion to Give Public Notice of Seat Vacancies**  
**Motion to give public notice of seat vacancies**

**Presentation Summary**

Whereas there is a seat vacancy in the Faculty of Arts and Social Sciences for the 2017-2018 term of CUSA council.

Whereas the vacancy the Humanities seat in the 2016-2017 term wasn't filled

**Information Transfer**

“Be it resolved that the President of CUSA ensure the current council vacancy is posted to the CUSA website, that posters be placed around campus, and that nomination forms be available to no later than ____ 2017.”

**Items for discussion**

Will the CPRC recommend that the by-election take place in the summer or fall term?

Will the CPRC recommend specific provisions for nomination forms in a by-election?
How will CPRC frame the motion to ensure that the opportunity is made available to all students and ensure a fair process?

How can we include a provision in this motion that allows for Council to access candidates equally? Do all candidates submit the same *expanded* nomination form so that there aren’t advantages given to students who are able to attend council during the summer?

Moved: Ruth Seconder: None

Chair:
Motion is out of order since mover is absent and there is no seconder.

15. **Other Business:**
None.

16. **Adjournment:**
Mover: Fahd Seconder: Ash

Motion Passes

Meeting adjourned @10:36pm
Meeting begins at 6:39

1. Approval of the Agenda
   Mona Mahmoud motion, Jessica Walker seconds
   
   Motion passes

2. Approval of Past Minutes
   Lily Motions, Mona seconds
   
   Motion passes

3. Items for Information
   a. Motion to Amend the CUSA Documents RE: CUSA Inc Distinction

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Fahd: Before we get into the motion, the reason that we’re doing the CUSA Inc. meeting first, before the CUSA Association meeting, it is so that there is no chance that what would be taken out of the CUSA Association Bylaws would then not be included into the CUSA Inc. This is so that the process is smooth and if we take any different interpretations then we do them now to then include them in the other set of bylaws.

Lauren: I sent out the CUSA Inc vs CUSA Association report that Dina made and that will be really helpful during our conversation, so if you have your laptop on you, bring up the files, they’ll help guide you.

Like Fahd said, we’re having this meeting to differentiate between CUSA the incorporation vs CUSA the association. So as an association and an incorporation are two different bodies, and as you guys know, we operate CUSA as an association, we have association meetings like council, but we also have CUSA the incorporation.

CUSA Inc. has a board of directors, there are trustees and it is the legal body that can sign contracts, sign checks, etc. There is a difference between the two and we have been operating as such. What these changes do is clarify the difference between the two, in writing more specifically.

Currently, a lot of our documents refer to one another, which isn’t appropriate. So a lot of the association refers to the incorporation, but as an association document that covers the association, that document has no right, so to speak, to tell the incorporation what to do. So any reference of the incorporation in the corporation documents, don’t really mean anything, so they need to be taken out.

As such, there are a lot of things in the association bylaws that need to be put into the incorporation bylaws, so that’s what we’ll be going through today. Are there any questions before we get started today?

Ruth: How is the association separate from the incorporation?

Lauren: As I said, the association and incorporation, legally, are two different bodies. So an association can’t enter into a legal contract, but an incorporation can.
Ruth: But it says “Carleton University Student Association,” so it is an association.

Fahd: Sorry, is that a questions or debate, Ruth?

Ruth: It was a very fair question

Fahd: I think for the process, Lauren should present all of the motions here and then we’ll go through to questions period after.

Lauren: Sure. So here are the final edits of the corporation bylaws, I sent all of these out to you guys. So the first change is the omission of the reference to a telegraph. I think we can all agree that that’s probably updated.

So this change outlines the duties of the President and Vice-President, so this explicitly states that the Vice-President will act as the secretary, the one that takes minutes at the incorporation meetings.

11.1 The Vice-President shall also act as Secretary of the Corporation. He or she shall be duly elected by the members of the Board of Directors of CUSA, Inc. from the duly elected Executive members of the Association, who sit on Students’ Council. He or she shall inform all CUSA, Inc. directors of Corporate Meetings using the guidelines as laid out in these bylaws.

11.2 The President shall also act as the President of CUSA, the Association. He or she shall supervise senior management, and all members of CUPE 3011 Bargaining Unit of CUSA, Inc. He or she shall be responsible for administering all Collective Agreements of CUSA, Inc.

Moving on to more of the changes. So this one is for the CFO, which is the VP Finance, currently David Andrews, who is the principle signing authority.

The Chief Financial Officer shall also act as the Vice President Finance of CUSA, the Association. He or she shall be the primary signing authority for CUSA, Inc.; he or she shall be the principal signing authority on all cheques, bills of exchange or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Corporation and on all deeds, transfers, licenses, contracts and engagements on behalf of the Corporation. Additionally, the CFO shall ultimately be responsible for the proper arrangement, settlement, balance and certification of all books and accounts.
between the Corporation and the Corporation’s bankers, and for the receipt of all paid
deposits and signing of all bank’s forms or settlement of balances and release
or verification slips. He or she shall keep full and accurate accounts of all receipts and
disbursements of the Corporation in proper books of account and shall deposit all monies
or other valuable affects in the name and to the credit of the Corporation in such bank or
banks as may from time to time be designated by the Board of Trustees. The CFO shall
authorize all purchase orders, cheque requisitions, and petty cash disbursements for the
Association and all its areas. Along with the President and senior management, he or she
shall play an active role in labour-related issues including, but not limited to, the
negotiation of all Collective Agreements, as required.

This actually sparks another thing, so if changing the council would like to change the language
to something more gender neutral, I would totally accept that would be a welcome motion.

So moving on, we’ll be taking out giving notice via “telegraph” for “email” instead. And again,
another telegraph reference, and another one.

Okay, so now we look over some of the association bylaws that should actually be in the
incorporation bylaws, since they technically don’t have any substance to them while in the
association bylaws.

CARLETON UNIVERSITY STUDENTS’ ASSOCIATION, INC., with head office at the City
of Ottawa, in the Regional Area of Ottawa-Carleton and the Province of Ontario, incorporated
under the laws of the Province of Ontario.

1. DISCRIMINATION ON CAMPUS POLICY

Date of Review: December 12, 2012

POLICY STATEMENT:

CUSA, Inc. recognizes the diverse and multicultural composition of its organization and
appreciate the dignity, worth, and contribution of each member. CUSA, Inc. is committed
to providing a safe environment free of discrimination.
1. CUSA, Inc. unequivocally condemns all forms of racism, sexism, xenophobia, ableism, sizeism, ageism and homo/bi/lesbophobia along with any group or person who actively promotes the previous ideologies.

2. CUSA, Inc. will ensure that its members have access to facilities and resources without fear of discrimination based on a person or groups racial, religious, and political or sexual orientation or gender identity. Access to facilities and resources will be denied if a group advocates for and/or perpetuates violence and discrimination based upon the above beliefs or characteristics.

3. CUSA, Inc. prohibits its services from carrying or distributing any written material, audio material, computer software or any other electronic medium with content deemed to have such ideologies as a basis for their content as this is in direct violation of Canada’s hate laws.

4. CUSA, Inc. will work to prevent groups or person(s) who promote hate or discrimination from coming to Carleton University as CUSA, Inc. affirms the right of every member of the Association to study and work in a safe environment that is free of discrimination.

5. CUSA, Inc. will support the condemnation of groups or person(s) whose purpose and/or mandate is to perpetuate hate or discrimination.

6. CUSA, Inc. and CUSA office employees may encourage positive and respectful discussion of all opinions and beliefs without bias or discrimination against those with differing views or opinions.

   a. CANADIAN PRODUCT PREFERENCE POLICY

   Date of Review: September 29, 1997

   POLICY STATEMENT

   CUSA Inc., shall, in all purchasing and contracting decisions, give preference to goods, services and affiliated companies, which are Canadian made and when possible union made,
except in such cases where quality is inferior or cost is higher than non-Canadian or non-
union-made goods and services. CUSA Inc., is committed to purchasing from those
organizations who act in accordance with all CUSA policies and the United Nations
Declaration of Human Rights. This policy applies to CUSA itself, and CUSA owned or
funded operations.

3. INVESTMENTS POLICY

Date of Review: 1995

POLICY STATEMENT:

CUSA Inc. may, at its discretion, invest funds only in the following classes of securities:

   a. Government and Municipal Securities - (‘A’ rated or better), bonds, debentures or
      other evidences of indebtedness, of or guaranteed by the Government of Canada,
      of or guaranteed by the government of any provinces of Canada, of any municipal
      corporation in Canada, or guaranteed by any municipal corporation in Ontario,

   b. Dominion Subsidy Bonds - bonds, debentures or other evidences of indebtedness
      of a corporation that are secured by the assignment to a trustee of payments that
      the Government of Canada has agreed to make, if such payments are sufficient to
      meet the interest as it falls due on the bonds, debentures or other evidences of
      indebtedness outstanding and to meet the principal amount of the bonds,
      debentures or other evidences of indebtedness upon maturity,

   c. Loan Company Debentures - debentures of any loan corporation that is registered
      under the Loan and Trust Corporations Act,

   d. Trust Company Guaranteed Investments - guaranteed investment certificates of
      any trust company that is registered under the loan and Trust corporations Act, not
      to exceed the maximum amounts insured by the Canada Deposit Insurance
      Corporation, and,
e. Chartered Banks - deposit receipts, deposit notes, certificates of deposits, acceptance and other similar instruments issued or endorsed by any chartered bank to which the Bank Act (Canada) applies, with such investments not to exceed the maximum amounts insured by the Canada Deposit Insurance Corporation, where applicable.

f. Real estate which is located within Canada with the approval of council.

4. CONFLICT OF INTEREST POLICY

Date of Review: August 3, 2016

1. If you believe you may be in a conflict of interest, you must do the following:
   a. Remove yourself from the decision-making process on the conflicting issue.
   b. Do not, by ANY means, try to influence the decision or outcome.
   c. Declare that you have a conflict either through verbal or written means.
      i. If you are a CUSA, Inc. employee, notify your direct supervisor in writing about the conflict and the surrounding issues.
      ii. If you are a Trustee of the Corporation, you must notify either through written or verbal means the other two trustees.

2. A Conflict of Interest shall be defined as a situation where:
   a. Personal benefit will occur, whether it be direct or indirect;
   b. Where a benefit (financial or other) will occur to the organisation/group/business etc. that you represent or are involved/associated with. This shall apply to both on-campus and off-campus groups. This section shall not apply if you have not been a member of the organisation/group/business for more than one (1) year from the date of termination of membership/employment;
   c. A benefit to your spouse/partner or family member will occur, whether it be direct or indirect;
d. You have received gifts/benefits previously from an organisation/group/business etc. which is now dealing with the Corporation or bidding on a contract within the Corporation; or

e. You are a member of CUSA, Inc. as well as a member of a CUSA, Inc.-affiliated union, and a motion dealing with union business comes before the Board of Directors.

3. If you believe that someone in a position of trust and responsibility is in a conflict of interest as outlined above, you can do the following:

a. Any member of CUSA, Inc. with a 2/3 vote of the Board of Directors may declare another in a conflict of interest with the presentation of evidence.

If this policy is breached, appropriate action of discipline keeping in mind the severity of the breach can be taken by the management of CUSA, Inc.

5. **BOTTLED WATER FREE POLICY**

Date of Review: August 5, 2016

The Carleton University Students’ Association, Inc., is committed to conducting its programming and businesses in a socially, economically and environmentally responsible manner and believes the Corporation has an obligation to lead by example in issues of sustainability on the Carleton University campus. The Carleton University Students’ Association recognizes access to public drinking water as a human right and not a commodity to be bought and sold. As such, water fountains should be readily available on university campuses.

The Carleton University Students’ Association, Inc., shall:

1. Encourage all students, faculty, and staff making a conscious effort not to purchase water sold in single-use plastic bottles for personal consumption, events or meetings and instead use a refillable bottle whenever possible.

2. Not sell single-use water bottles for personal consumption in any CUSA business.
3. Not distribute single-use water plastic bottles at any CUSA, Inc.-sponsored function or event.

BE IT ENACTED as the Policies of the Company as follows:

ENACTED this 1st day of September, 2016.

WITNESS the Seal of the Company.

These are the final edits for the corporate bylaws. These are the exact same as the bylaws currently in the association, but now moved over the the incorporation, where it would make more sense to have them.

The product preference policy, it's omitted from the association bylaws and added to the incorporation bylaws instead since the incorporation does the purchasing. The investment policy, same thing. And the conflict of interest policy, which is something that our policy analyst drafted based on our association policy, so it is very similar.

And that's it. Those are the changes within the corporate bylaws. Does anyone have any questions?

Fahd: We'll entertain questions now, you'll have a twenty minute time limit for question period and 20 minutes for the debate period.

Ruth: In doing research around non-profit corporations, all of my research pointed to corporations that apply for letters patent and then become incorporations, yet in our letters patent there is no distinguishing between the two, I still don't understand how the executive is rationalizing that the the association is separate when so many of our services and bodies are intertwined. And I can't find a university that practices this way. How are the two different and what research was done to support these proposed changes?

Fahd: I'll explain how the two are different. it is a little confusing, but I'll show you where the differences are, because there's a reason the two bodies exist. In the association, the membership is the student body. Every single student, 24,000. Of the students, council and executive is elected. So where does this translate to inc? The membership of Inc, according to our current letters patent, is council. According to our current letters patent, members

Ruth: According to our letters patent, membership are shareholders

Fahd: Please continue reading, where you'll see the definition of shareholder, in section 17. It reads: “The membership of the Corporation shall consist of the applicants for the incorporation of the Corporation and such other individuals as shall be admitted as members by the said applicants for the incorporation of the Corporation, such persons to admitted having been duly elected or appointed as voting members of the Students’ Council of Carleton University (Rideau River Campus) or being the person who is the Chairman of the Students’ Council of Carleton University (Rideau River Campus).”
**Ruth:** Shareholders are paying members of the association. The letters patent proceed the corporate bylaws.

**Fahd:** I’m being interrupted again. I’m going to go back to our bylaws again. The shareholders of the association are council member and the board of directors. Of the board of directors, Trustees are elected, which typically come from the executive. Which take on President, CFO and CEO. We aren’t proposing any changes to the current structure, this is the one that exists. It’s set up this way so that CUSA may be allowed to lead, and to represent the students that have elected us to do so. Secondly, there are certain types of lawsuits that can be enacted between the shareholders and trustees, under the corporations act. The corporation act only exists in the corporation bylaws and not the association bylaws. Now in addition to that, is that the goal is to balance power. The best example of this, is in a case of a toxic environment. Let’s say council is elected by 30 students and the majority of council doesn’t like the executive and do not pass the budget, and proposes a new budget. In this case, if they had the majority, could force a budget onto the executives. If the process ended there, you would have an executive who were elected on a mandate, and the result would be an executive who could not enact their mandate. Then, those councillors would create their own budget that would then have to be passed by the executives, which would create a gridlock, and therefore force a compromise for both parties, which would be the ideal outcome so that council cannot force a budget onto executives and that the executives cannot force a budget onto council. They balance each other’s power and ensures that we can be nimble as a corporation, so that we can make amendments to the corporation without having to go to a referendum.

Now here’s the caveat. We aren’t discussing how things are done. This is the way CUSA operates, and will continue to operate. We are discussing minor changes to clarify the roles of both the corporations and the association.

**Ruth:** My questions is, under your system, why are there bylaws and policies if there are no operational changes. So in your model, how does that benefit students?

**Lauren:** To answer your question, and to give you an example of other student associations, I would love to bring your attention to the craziness that is the SFUO currently who hold annual general meetings, nor is it efficient government.

**GSA:** How to differentiate the different between the laws and policies and how would this affect referendum process.

**FAHD:** Currently, referendums run if there is a change in funding. Currently in the system that exists, CUSA doesn’t need to change the bylaws. If we were to do that, we’d have to host referendums for every bylaws and constitutional. In the governance that is suggested, where 24,000 students are shareholders of the incorporation, you would need to run massive general meetings that are incredibly ineffective, which are referendums for every constitutional bylaw.

**Ruth:** Where is the research?

**Fahd:** The research has all been presented and its all there.

**Ruth:** Could the three trustees then ratify a budget without the consent of the board of directors.
**Fahd:** no, the trustees cannot approve a budget without the approval of council and council cannot push a budget without the approval of the trustees. It’s an extremely effective way to operate since it forces the collaboration of both council and the executives.

**Sophie:** I understand the governance policy, I’m confused about why the policies in both if they are the same?

**Lauren:** So that all of our bases are covered. The corporation deals with things like banks and money and cashflow, so for legal purposes, so it’s best to have the policy there and the hiring is also done under Inc, so having those discrimination policies there is key.

**Ruth:** As I sent out to members of council today, minutes of settlement in 2011, outline a process. Two reports submitted between the incorporation. It’s imprudent to the money into the hands of trusteeship, and that’s what these motions do, because students are owners to our association.

**GSA:** I’m very concerned about the maltransparency, 24,000 students should have a voice.

**Lauren:** They do have a voice, they have a vote in the elections

**Julia Dalphy:** Just to clarify, you mentioned that by passing the amendments they’re more to clean up the structure but the way we are debating seems to be like we’re discussing a change in the current structure. I want to understand if we’re debating and how this could change out governance if passed.

**Fahd:** There is no change in our structure, we will continue to run the exact same way. The clean-up was a suggestions from our lawyers, because between both the corporation and the association, there’s too much grey. Today, we are only cleaning up the legal language. 24,000 students still have a voice, they still have a vote, and all we are doing is putting the bylaws where they fit most appropriately under.

**Ruth:** So it formalizes current practice that is bound in court, We’ve spent so much time and so much money on this. This is a clever way of passing a few amendments to the corporate bylaws but solidifying that they are separate bodies.

**Julia P:** In favor of this motion, I was at the constitutional committee and I think that this is an opinion more than anything. We can hear these opinions, that’s totally welcome, but the recommendations that were made in 2011 because there was tension between both sides, it wasn’t necessarily based on fact. And that’s why I think we should vote for this, because we aren’t changing how we run the association, we’re only clearing the legal language.

**Fahd:** If you have read the minutes of settlement between 2011 and 2012, it makes a perfect example between both trustees and the council. If 24,000 want to enact a lawsuit overtime.

Move to a vote to recess

Recess  
Meeting called back to order at 7:30

**Fahd:** Just wanted to clarify, according to our corporate by-laws, a majority is required to pass the
Motion to table:

Sarah: I think most of us are confused, specifically until after September of the CUSA council is confused. According to Fahd, this won’t change the running of CUSA, so not voting on this shouldn't have any effect on how CUSA is ran. I think attendance is low right now, but could be higher in September, which would give lots of time to come back with study cases and pros and cons.

Question period:

Austin’s proxy: Do you see any effect on the tabling of this motion?

Fahd: There’s been six to eight months of work that have gone into this, so it would slow down the process and the current council would not be as knowledgeable as the incoming one in September. Other than that, I don’t see any major issue with tabling them, but if you wanted to look at another structure in September, then you can still pass these, clean these up and then look at another structure later.

My immediate understanding is that I’m not sure how detailed a motion can be to the point where it prescribes to another council what it has to vote on, but we’ll look into it, it might have to be passed as a policy instead.

Debate:

Julia: We’ve heard the two strong opinions and really only two council members, and I think there are over 30 people on this council and I haven’t heard them. I think taking it is a precautionary measure.

Lauren: I understand the idea of wanting to learn more, it’s personally frustrating for me because I sent this out way more then ten days in advance and there are people beyond Fahd that have opinions on this and could have come to the office and talked it over with me if they didn’t fully understand the material.

GSA: a lot of people are proxies

Mona: I disagree, I think the onus is on us to do our homework, we just had a long discussion and there was a question period and it was open to everyone else, if your were confused or had questions then you should've voiced yourself then.

Julia: I think it’s lazy to pass something that not everyone in the room doesn’t understand. I acknowledge all of the work that Lauren has put in, and I think the current exec has done a great job, but as a student, theres only so much I can do to study the information beforehand and I think the incoming council would have a better chance to understand this before passing this.

GSA:
Mar: outside view, I think there’s been a lack of transparency in this meeting.
Julia: I agree with Mona, it is our duty to read what was sent out. At this point, we’ve had a year on council, this has kind of been looming in the background and we should be prepared at this point to make a decision.

Mona: As someone who has sat on council for two year now, I think that us having this knowledge at the time of our term is advantageous. Council during the summer mostly send proxies, tabling it to September the new incoming council will be much more confused.

Ruth: Call in question for the motion to tabled

9 in favor
13 against
1 abstain

Motion to table fails

Fahd: There’s been a lot of people who are confused, so I will give opportunity to ask more questions so that councillors can feel comfortable to vote.

Question:

Sarah: Can I pose a questions to both yourself and Ruth? Realistically, why are we doing this and why is Ruth so against it?

Fahd: So in about two minutes, there are two main reasons. One, it came as a recommendation from our lawyers after the most current lawsuit. There is too much grey between the association and inc, so in order to clarify both of these.

Two, Lauren’s promise was to update our corporations bylaws.

Sarah: So I know a judge once said that the association and the corporation are the same, so how does going forward affect what they said?

Lauren: Judges are entitled to their own personal opinion. Some have their own beliefs, and have their own expertise, and beliefs, and it so it was our lawyers who had a different legal opinion on the matter.

Fahd: And just a quick add on, some of the reasons why the judge believed that they were both the same is because there was some grey between both. So, this is just to make it consistent with our current practices.

Ruth: Comments from recommendation from lawyers, but passing these changes further separates the executives and we’re just endorsing this system that doesn’t represent students.

Mona:

Lauren: Question to council, would it be helpful, because while I made my explanation I went through the corporation bylaws, so would it be helpful if I went through the association bylaws now?
Vote:
17 in favour
3 against
4 abstentions

The motion passes

Adjournment at 19:53

Mona motions to adjourn the meeting, Sarah Seconds.

**Motion to Amend the CUSA Documents Re: CUSA Inc Distinction
Presentation Summary**

Whereas Carleton University Students Association acting upon legal advice received, hired a legal policy analyst for the dates of July 1st until August 31st.

Whereas this analyst researched, interviewed and sought out professional legal help in drafting the revisions to the bylaws and policies surrounding CUSA the association component, as well as the incorporation component.

**Information Transfer**

Be it resolved CUSA Inc. Board of Directors accept and adopt the changes that the policy analyst has suggested outlined in the documents sent to Council March 17th; Corporate Bylaws Final Edits.

Moved: Lauren Konarowski Seconded: Fahd Alhassab

Announcements:

Fahd: Important to show up to council meeting on time