CUSA COUNCIL MEETING MINUTES
September 29th 2020 @6:00 PM

Prepared by:
Farook Al-Muflehi, Vice President Internal
Chelsea McKeen, Council Clerk
| September CUSA COUNCIL MEETING ATTENDANCE | | | |
|------------------------------------------|------------------|------------------|
| **Position** | **Councillor** | **Proxy (print name)** | **Signature** |
| President | Kathleen Weary | | Present |
| Vice President Finance | Jacob Howell | | Present |
| Vice President Internal | Farook Al-Muflehi | | Present |
| Vice President Student Issues | Tinu Akinwande | | Present |
| Vice President Community Engagement | Morgan McKeen | | Present |
| Vice President Student Life | Osman Elmi | | Present |
| Engineering and Design | Cameron Davis | Arianna Conidi | Present |
| | | Hamza Al-Khatib | Present |
| | | Firas Aboujamee | Present |
| | | Olivia Arscott | Present |
| | | Mohamed Deifallah | Present |
| Business | Musab Chaudhry | | Present |
| | Noor Massad | | Present |
| Public Affairs | Femi Joelle Dadjo | | Present |
| | Saleh Abdelghany | | Present |
| | Halima Diallo | | Present |
| | Liam Lowe | | Present |
| | Emily Sowa | | Present |
| | Jordan Vecchio | | Present |
| | Nicolas Gil Ocampo | | Present |
| Science | Sara Abbass | | Present |
| | Masouma Nakishbandi | | PROXY |
| | Mackenzie Huckvale | | Present |
| | Erin McGuire | | PROXY |
| FASS | Marina Guadagnin | | ABSENT |
| | Pierce Burch | | Present |
| | Kieran Lacroix | | ABSENT |
| | Qaila Walji | | Present |
| | Sara Harvey | | Present |
| | Emma Rowsell | | Present |
| Special Student | | | |
| BOG | | | ABSENT |
| GSA | | | ABSENT |
| RRRA | Sash | | Present |
| CASG | Matthew Gagne | | Present |
AGENDA

1. Announcements and Correspondence
2. Approval of the Agenda
3. Approval of Past Minutes
   a. August 31st 2020
4. President's Report
5. Vice Presidents' Reports
   a. Vice President Finance
   b. Vice President Internal Affairs
   c. Vice President for Student Issues
   d. Vice President of Community Engagement
   e. Vice President of 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. C&S Funding Committee
13. Items for Information
14. Question Period
15. Other Business
   a. Motion to Fill the Executive Compensation Review Committee
   b. Motion to elect CUSA Council Instagram Officers
   c. Motion to Strike and Fill the Student Issues Action Committee
16. Adjournment
Council commences at 6:06 p.m.

1. Announcements and Correspondence
None

2. Approval of Agenda

MOVED: Noor Massad  
SECONDED: Musab Chaudhry

Motion passes.

3. Approval of Past Minutes

MOVED: Sarah Abbass  
SECONDED: Jordan Vecchio

Motion passes.
President’s Report

September 29th, 2020

Past Month

➔ Closed Annual General Survey
   ◆ Nearly 1000 responses, tons of great feedback
   ◆ Next steps
     ● Announce winners
     ● Analyze data
     ● Create an Action Plan according to findings
     ● Communicate findings to students and Administration

➔ Advocacy: Open letter - joint call for recorded lectures and asynchronous learning
   ◆ GSA, CASG, RRRA, SBSSS, CSES, CSSS
   ◆ Response from Provost

➔ Fall Orientation events

➔ Residence Move-ins

➔ International Student Welcome Event (ISSO)

➔ Hiring Board for *new* Equity Officer of SEO

➔ Senate
   ◆ Approval of Winter Semester online
   ◆ Considered options for compassionate grading, likely F = UNS, potentially max 0.5 credits = UNS
     ● Let me know if you have any thoughts
     ● Working with CASG

➔ Internal HR: Performance reviews and goal-settings for the semester with staff and executive

➔ Monthly meeting with VP Students & Enrollment, Suzanne Blanchard
   ◆ Tighter messaging on COVID, managing cases in Residence
   ◆ Academic accommodations: now that semester has started, pushing for asynchronous learning and compassionate grading
   ◆ Rent relief for CUSA (and affiliates) - denied
   ◆ Aramark contract, discussion to be held
Ongoing Projects

➔ Regular Meetings with SEO: Jeremy Brzozowski
➔ Regular Meetings with Equity, Diversity, and Inclusion: Michael Charles
  ◆ Draft Recommendations for EDI Institutional Plan of Action are out
    • Provide feedback online or register for the Townhall on Oct 14
      https://carleton.ca/edi-plan/
➔ Regular meetings with UOSU & GSA executives to coordinate joint advocacy on costs, academic accommodations, international students experience, Indigenous & climate efforts
➔ Regular meetings with Campus Security: Brian Billings
➔ Student Government Lunch with Administration and student leaders
➔ RRRA Council

Month Ahead

➔ Begin Divestment Campaign
  ◆ Met with Guelph SU and GSA to discuss tactics last month
  ◆ Coordinating meeting with Vice President Finance & Administration, President and Finance Manager
  ◆ Finalizing promotional materials and campaign details with UOSU, CAC, GSA, CJCUO
➔ Meet with AVP of Indigenous Initiatives Kahente Horn-Miller
  ◆ Divestment
  ◆ Support for Indigenous students
➔ Launch Emergency Fund
  ◆ Finalizing intake form and criteria
➔ Midterm report, finalizing platform promises (COVID permitting)

If you have any questions, you can always reach me by e-mail at pres@cusaonline.ca
I’m always happy to schedule a chat!

Sincerely,

Kathleen Weary
V.P Finance Report

September 29th, 2020

Past Month
➔ Ollie’s is open for take-out.
    ♦ Some different menu items
➔ Sponsored matching 2 Haven’s Gift Cards for CASG’s Contest
➔ Frosh Week
    ♦ Welcome new class online through orientation
➔ StudentCare Legal Aid Program Outline
    ♦ Dived into full detail of what the program can offer students and other success from schools in Ontario
➔ Clubs Funding
    ♦ Met with CLubs & Societies requesting funding

Ongoing Projects
➔ Student Care Legal Service Plan
    ♦ Working with StudentCare to create survey to inform students and gage interest in program.
➔ Emergency Relief Fund
    ♦ Allocated $40,000 to funding pool for students during financial crisis.
    ♦ All profits from Capital Collective will replenish Emergency Relief Fund.
➔ Clubs Funding
    ♦ Meeting with Clubs & Societies for Fall funding presentations.

Month Ahead
➔ Clubs Funding
    ♦ Finish remaining meetings over next couple weeks
    ♦ Have cheques prepared for clubs soon as possible
➔ Release Emergency Relief Fund Applications
    ♦ Have available for students to apply to
➔ Seek where CUSA can allocate resources to support students, especially during start of wave 2.
    ♦ Feedback and Annual General Survey
    ♦ Continue work with StudentCare and try to connect more students with EmpowerMe

If you have any questions, you can always reach me by e-mail at vpf@cusaonline.ca or by phone at 613 520 2600 x1604

Sincerely,

Jacob Howell
Past Month

- Frosh
- Clubs Expo
  - Over 100 Clubs
  - Average of 20 viewers per club
- Clubs conference
  - CU Learn Modules
- Clubs Committees Filled
  - C&S Committee
  - C&S Funding Committee

Ongoing

- Elections Preparations
  - Brainstorming and preparing upcoming CUSA Elections
    - Rules and Regulations
    - New Systems
- Promises; New CUSA HUB
  - Populating it with up to date information (Clubs/Exec)
- CUSA Council Instagram
  - Elect Officers
  - Headshots (Finding appropriate time)
- Vacant Council Seats (FPA)
- Club Preparations
  - Transitions
  - FAQ
- Councillor meetups
  - Faculty Emails
- CEO Job Postings
  - Hire CEO earlier to prepare for first-ever virtual election
    - Prepare Writ
    - Rules and regulations
    - More exposure to student = More informed
• Capstone/ research project fund
  ○ Fund to aid students in their final years
  ○ Can be found on CUSA Website
  ○ Spread the word
• Clubs Funding
  ○ Over 150 Clubs have applied
• Amazon Prime Student

Next Month

• CEO/DEO interviews
• Undergraduate Recruitment Presentation
  ○ Undergraduate Recruitment Office
• SIF October Deadline

If you have any questions, you can always reach me by e-mail at vpi@cusaonline.ca or on Instagram @Farookal

Sincerely,
Farook Al-Muflehi
V.P Community Engagement Report

September 29th, 2020

Past month
- Capital Collective Launch
  - First contest
  - Councilor orders went out
- Service Centres
  - Expo/Frosh programming
- Brand Ambassador
  - Applications/Hiring/On-Boarding
- Street Team
  - Ravens at Home social media campaign
- Alumni Mentorship Program
  - Promotional partnership
  - Applications are open now
- FYC Program
  - Met with my mentee
- FROSH

Ongoing Projects
- Street Team
  - ‘Welcome’ event (emphasis on creating a more engaging culture)
  - Recruitment is ongoing
  - Engagement has been going well
- Working towards Fin-Lit Month programming
  - Start-Up Fest
  - Professional development workshops with the 3 Skills
- Brunch is on Us: Plan “virtual brunch”/discussion to gain feedback and learn about students’ thoughts about an online term
  - October 6 – students will be reimbursed for a $15 purchase

Months ahead
- Ongoing engagement with the Street Team
  - Student consultations
  - Social media opportunities
- Capital Collective
  - New website
- CUSA Marketplace platform/implementation

If you have any questions, you can always reach me by e-mail at vpce@cusaonline.ca or by phone at 613 520 2600 x 1606.
Sincerely,
Morgan McKeen
V.P Student Issues Report

September 29th, 2020

Past Month:

- FROSH!
- Residence Move-ins
- Hiring Board for *new* Equity Officer of SEO
- Draft Recommendations for EDI Institutional Plan of Action are out
  - Provide feedback online or register for the Townhall on Oct 14 [https://carleton.ca/edi-plan](https://carleton.ca/edi-plan)
- #BeFOREPLAYask
  - Survivors speaks series
    - RISE
    - GSRC
  - Virtual Art Exhibition
  - Sex and Disability with CDAC
- Meeting with CDAC and RISE for Pop the Stigma
- #PopTheStigma is here!
  - Men’s mental health panel
  - #Normalize Campaign/videos
  - A Chat with NFL Player Brennan Scarlett
  - Koru Classes every wednesday
  - Wx Centre: PMS x Mental health
- Black Student Wellness Month

Ongoing Projects:

- First Year mentorship
- COVID- Support and resources
- Continuing to work on campaigns
  - The first semester has been going smoothly in terms of responses from external parties
- Working on academic accommodations and how we can meet in the middle with the university, especially because of our current global climate
  - Overwhelming amount of course work
  - Mental Health regulation within the syllabus
- Flu Shots at designated locations for Carleton Students
Month Ahead:

- Executing Pop the stigma events
- Continuing to Follow up with Academic Accommodations and Pop-up Clinics
- Switching gears to Financial Literacy Month,

If you have any questions, you can always reach me by e-mail at vpsi@cusaonline.ca or Instagram @Tinuveli

Sincerely,

Tinu Akinwande
VP Student Issues
V.P Student Life Report

September 29th, 2020

**Past Month**

➔ Strategic Planning Virtual Workshops
  ◆ Events
  ◆ Social media campaign

➔ Completed Fall Orientation
  ◆ DJ Dance at Home Party
  ◆ Moderated the Arkells Study Break
  ◆ Drag at CU
  ◆ Family Feud with RRRA

➔ Discussed collaborations throughout the year
  ◆ How to have events which students enjoy while still being online.
  ◆ Met with SEO and RRRA

➔ Met with the University to discuss possibilities of having certain on campus events
  ◆ Limiting events on campus
  ◆ How to be safe with COVID-19 and precautions

➔ CUX meetings and discussed Collaborations between many stakeholders

➔ Residence Move-ins

**Ongoing**

➔ Meeting with university and community stakeholders

➔ Programming calendar for the Fall Semester (bi weekly)
  ◆ Game Night Tuesdays
  ◆ Wellness Wednesdays
  ◆ Drive in Thursday have been cancelled but we have something great being made
    (Service Center Thursdays) aims to put a spotlight on our service centers which we
    know our students depend on
  ◆ First Year Fridays
  ◆ Focus on supporting students during these times

➔ CUX
  ◆ Finishing our monthly calendar to have all events in one centralized space
Month Ahead

➔ Online Programming
  ❖ Everything has been planned, unfortunately due to COVID-19 spikes, there are a few delays but we hopefully we will have the best programming for our students
  ❖ Providing an emphasis on support for students during these times
➔ Continuous meetings with DNA to keep us updated on possible events
➔ CUx committee meetings as well as planning
  ❖ Calendar has begun to be filled out but still more to come
  ❖ Come up with events amongst many stakeholders
➔ Meeting with Lansdowne Live to discuss future collaborations and providing Carleton Students with discounts and advantages
  ● Asking for benefits for Carleton Students
  ● Looking at collaborations for future events
➔ Met with SideStage Productions to see possible future events for Carleton students

If you have any questions, you can always reach me by e-mail at vpsl@cusaonline.ca, instagram: osmanelmi or by phone at 613 520 2600 x1610
Sincerely,

Osman Elmi
RRRA Report
Jaden (President) - Firstly to start off the report I just wanted to shout out to Tinu for planning a great ‘ask before play’ campaign. I had an opportunity to join a sex and disability work shop last week and it was very well performed. To jump into our report, I will start with residence move ins. These started September 2nd and and through to September 7th and students are moving in between the strict hours of 8 am to 8 pm. Throughout the week RRRA tented in the residence quad to aid students in the direction of their buildings and inform them about the association and student services. In previous years the association would hand merchandise out such as calendars and t-shirts but due to residence guide lines this year we were unable to do so. Fall orientation kicked off September 6th with the welcome ceremonies and ended on September 11th the article study performance. This year orientation operated completely virtual which pushed us to plan virtual events for the week. We received great engagement with all of our events which is great and we are super happy about. We had a great turn out and we hosted a speed mingling event, tik tok dance class, Drag Queen show, and executive feud. Two of those events were in collaboration with CUSA. Most recently we just hosted our floor representative election, which we ran online with 24 successful councilors. Our councilor committee application has been sent out to our councilors, and committees will be formed this Thursday with hopes of scheduling our first committee meeting next week. We also introduced a new committee called the COVID-19 committee which we thought was very necessary for this year, especially with those students currently self isolating in residence. We hope this helps us build ways for students to cope with the loneliness that COVID-19 can bring as well as guide residents with more safety precautions. I am also excited to announce the association's first executive report is scheduled to release tomorrow and is called the RRRA report. It will essentially speak on what all the executives have been up to so far.

GSA Report
None.

CASG Report
Matt (President) - For our report today, we currently have our elections ongoing, if your department is contested the ballot should be in your email today until tomorrow around 10 p.m. so please vote. Our first council will be in about 2 weeks and we are looking at October 14th or 15th, Thanksgiving weekend is throwing a bit of a wrench in that so we will figure out a way around that. There we are going to get our budget passed for the year as well as our internal equity. This week we are going to be hiring our executive coordinator, media coordinator and of course our council chair and clerk. More exciting news, academic initiative fund is opening on October 15th, there $8,000 in funding to grab. So if you’re in capstone projects or engineering courses, science projects, or science research please apply. I had a meeting with Nikki Harris pushing for further racial equity changes in her department. I was able to give her some pointers on who she should be going to and what CASG can do to help her throughout the process. She will be visiting CASG council during the October meeting or the November meeting. In terms of permanent grade reform efforts CASG is working with the senate committee. We are doing student consultation, I am trying to meet with every academic department and faculty society in the next 3 to 4 weeks. I have a meeting with the SPROTT business student society next week. In terms of what Kathy mentioned earlier, the COVID compassionate grading policy, our provost Jerry Tomilin brought forth a recommendation to the senate committee in charge of how all
failed classes should be changed immediately to unsatisfactory so it will not impact students GPA this year. When I talked to Kathleen shortly after the senate meeting and we were able to brainstorm the idea of pitching allowing students to have 0.5 of their credits per semester to dedicate to satisfactory. The reason being the previous idea of continuing the unsatisfactory, satisfactory program would not be viable and will not pass the senate. We found that this is the best way to meet in the middle with faculty and staff. This just allows students to still reap the benefits of their education but in worst case scenarios they are able to have the option of a satisfactory at least for 1 course. This letter was sent to the administration this afternoon. I sent the same letter to the senate committee this morning who met at 9 am and they read it and I am still waiting for their response but am hoping they're receptive to it. The committee chair already said to me that he is for the idea and is trying to get other people on board as well.

**Senate Report**
None.

**Board of Governors Report**
None.

**Constituency Report**
None.

**Committee Report**

**Students Funding Committee**
Farook - We haven’t completed our clubs funding but we have 150 clubs for funding. I will have a more detailed report in the upcoming month.

**Items for information**
None.

**Question Period**

1. Mackenzie -Does RRRA have any information in regards to clinics for residence students, and if they will have accessible flu shots?

Jaden - Currently for testing for residents in general for COVID-19 we do have the residence nurse. She has been going to students rooms to test people but the rate to get the results is about 5 days. Therefore, it is up to the students if they want the nurse to test them or if they want to go to Brewer centre to get tested because the result comes back quicker. In regards to the flu shot, I haven’t met with Laura this week yet to discuss if this will become of the COVID testing as well.
2. Liam - In regard to Capitol Collective, what is the vision and is the money going towards relief funds? Does CUSA make money off of it?

Morgan - The overall vision for Capitol Collective is to one: we elevate the merch that you can get and not just leave students to what is limited in the book store. Secondly, as weird as it might sound it also provides a different sense of community because our merch is all limited edition and designed by students for students. Therefore, it definitely is something that is different and it is a tangible item and it allows people to have more merch. As for the funds, the profits will be going back into the emergency relief fund.

Follow up - Should we be focusing on this?

Morgan - We have a lot of efforts focusing on students' issues but at the time of the drop of merch alot of our CUSA businesses were closed. So this was a way to supplement our income.

3. Femi - Did Ottawa public health set up a testing location at University of Ottawa or did the University actually get their own testers and their own testing kits?

Tinu - This was just established today and I will look further into it.

4. Pierce - In regards to Capitol Collective have you decided if all your profit will be going towards the emergency fund?

Kathleen - We were waiting to officially launch the emergency fund but we are a non-profit so all the initiatives that we have all the money goes right back to the students.
Motion to Fill the Executive Compensation Review Committee

PRESENTATION SUMMARY:

Whereas By-Law IV 3.6 reads:
   The [Executive Compensation Review] 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 and
      Corporation including, but not limited to: the budget, audited financial statements and
      archived reports submitted by both the Financial Review Committee and the Executive
      Compensation Committee.
   d. The committee shall present its report and recommendations for adjustments to
      Council no later than the November meeting (to be ratified by CUSA, Inc.).
   e. Submit a final copy of the report to both the Vice President Finance and the CUSA
      Finance Manager.

And Whereas By-Law IV 3.5 reads:
   The composition of [the Executive Compensation Review] committee shall be as follows:
   a. Three (3) constituency representatives appointed by Council.
   b. Three (3) students-at-large appointed by Council.
   c. Either the Finance Manager or General Manager of CUSA
   d. The Vice-President Finance;

And Whereas Bylaws IV 3.7.1 reads: 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.

INFORMATION TRANSFER:

Be it resolved that the Executive Compensation Review Committee be struck for the 2020-2021
school year;

Be it Further Resolved that the following committee positions be elected:
   a. 3 CUSA Councillors
   b. 3 students at large

MOVED: Farook Al-Muflehi  SECONDED: Jacob Howell

Motion to strike.

Motion passes.
CUSA Councillor;
Noor Masad
Liam Lowe
Sara Abbass
Mohammed D

Question period for candidates
None.

Noor, Liam, and Sara won the election and are the council members on the executive compensation committee.

Motion passes.

Motion to destroy ballots.

Motion passes.

Three students at large;
Millie

Millie did not receive the required amount of votes to gain the position.

Motion passes.

Motion to strike ballot.

Motion passes.

Motion to table.

Motion passes.
Motion to elect CUSA Council Instagram Officers

PRESENTATION SUMMARY:

Whereas CUSA council Instagram is managed by the Vice President Internal and the CUSA Communications office

INFORMATION TRANSFER:

Be it resolved that CUSA Council vote to appoint the following positions:

   a. CUSA Council Instagram Lead Officer
   b. CUSA Council Instagram Coordinator

MOVED: Farook Al-Muflehi SECONDED: Jacob Howell

a. CUSA Council Instagram Lead Officer candidates;
   Emily Sowa

Emily is now the Instagram lead officer.
Motion passes.

b. CUSA Council Instagram Coordinator candidates;
   Femi
   Emma

Femi is now the Instagram coordinator.
Motion passes.
Motion to Fill the Student Issues Action Committee

PRESENTATION SUMMARY:

Whereas the Student Issues Action Committee is responsible for researching and presenting to council their findings work on various issues affecting students.

INFORMATION TRANSFER:

Be it Resolved the Student Issues Action Committee be struck for the 2020-2021 year;

Be it Resolved the committee shall follow these guidelines:
1. The Committee shall operate in the manner prescribed in this document, as well as in ByLaw VIII and the CUSA Constitution in general.
2. The Committee shall be responsible for researching and presenting council papers and reporting to CUSA Council on a regular basis on the activities of the committee.
3. The Committee shall work on issues that include but are not limited to: housing, health care, tuition increases and other social concerns students may share.
4. The Committee shall work in conjunction with the CUSA executive to create position papers in response to government policies on various student issues.
5. The Committee shall strive to make all meetings accessible to all interested parties, the media and students with disabilities.
6. The Committee shall strive to achieve a membership representative of the Carleton University student body.
7. The Committee shall accept other duties as required.
8. The chair shall be the Vice President student Issues

Be it Further Resolved that the following members be elected to the committee:
   a. 3 Students at Large

MOVED: Tinu Akinwande SECONDED: Farook Al-Muflehi
Student at large candidate;
Zoya Davis
Sara Philip
Donatella Petitti

Zoya, Sara, and Donatella are the 3 students at large to fill the position of the student issue action committee.

Motion passes

Motion to adjourn the meeting Meeting adjourn 8:09 pm