

# **University Students' Council Agenda**

Thursday September 22, 2011

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Rylan Gourdreau's Surprise**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – April 7, 2011**
  - 4.2 Executive Committee Minutes – April 4, 18, 26, May 2, 11, 16, 25, 30, June 6, 13, 20, 21, July 4, 11, 25, 28, August 8, 12, 24, 30, 31, September 8, 12, 15, 19, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
  - 7.1 Board Nominations**
  - 7.2 Infrastructure Policy**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 USC Social**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday April 7, 2011

<b>Present</b>	<b>Also Present</b>
Chris Stoicheff, President	Matt Leisle, USC Chair
Scott Hitchings, VP Operations and Finance	Caroline Cottrell, General Manager
Blair Shumlich, VP External Affairs	
Leon Thompson, VP Student Affairs	<b>Regrets</b>
Kelsey Topola, VP Academic Affairs	Ryan Hurlburt, Agriculture and Bioresources
Megan Boschman, Pharmacy & Nutrition	Rylan Goudreau, Education
Jennifer Bozek, Kinesiology	Kai Lee
Jared Brown, ISC	<b>Absent</b>
Shirley Chu, WCVM	
David Couture, Law	
Alysha Joannette, Education	<b>Guests</b>
Sarah Waldbillig, Arts & Science	Allyson Anderson
Alecia Nagy, ESB	Ryan Mocassin
Reid Nystuen, ESB	Waldner
Philomena Ojukwu, STM	Kevin Menz, The Sheaf
Gillian Paton, Medicine	Rochelle, Language and Linguistics Dept.
Katie Salmers, Arts & Science	James Pepler
Leejay Schmidt, Engineering	
Adam Gartner, Engineering	
Adam Stenerson, Dentistry	

Meeting was called to order at 6:01 pm.

**1. Agenda**

Move to adopt the agenda.

**USCMotion192:** Councilor Brown/Councilor Schmidt

Carried

**2. Introductions and Announcements**

Councilor Schmidt welcomes Donna Vanderblet from the University Learning Centre as well Freddy and Rochelle who were going around with a petition about the Arts Funding cuts.

Councilor Schmidt also commented that it was VP Thompson's birthday.

Councilor Chu introduced Alyssa Anderson, the new elected representative for Vet Med for 2011.

Councilor Brown introduced the new elect president for ISC, Ryan Moccasin

Councilor Salmers also pointed out it was Matt's birthday as well.

VP Topola introduces James Pepler.

Councilor Nagy pointed out Steven Ofukany, Confidential Student Support Officer.

**3. Council Address**

**4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – March 31, 2011**

**4.2 Executive Committee Minutes – April 4, 2011**

**4.7 Elections Board Minutes and Report – March 16 and 31, 2011**

**4.9 Operations & Finance Board Minutes and Report – April 1, 2011 (Including Campus Groups Policy)**

**5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion193:** Councilor Nagy/Councilor Brown

Carried

**6. Business**

**6.1 USSU Social Justice Centre**

**USCMotion194:** Move to approve the Centre for Social Justice.

9 votes in favor/11 votes opposed

Defeated

VP Hitchings stated that it was brought to his attention that some people feel he is potentially in violation of a section of the Bylaw in regards to conflict of interest in this matter because his girlfriend has expressed interest in working for the Social Justice Centre if it passes. VP Hitchings stated that he doesn't feel it is in fact a conflict of interest, and he will not be removing himself from the debate unless someone wishes to make a motion to do that.

USC Chair, Matt Leisle, clarified that the matter was brought to his attention before the meeting and he personally spoke to VP Hitchings and he personally as Chair does not feel it is a conflict of interest.

Councilor Richardson noted that even though he voted no to the Social Justice Centre, he was conflicted to the very last minute, and wanted to bring it back to Council and re-examine it. Councilor Richardson wanted to apologize to the ESB for taking cheap shots at their expense during a debate, which became very personal. He did not mean to offend anybody by his comments and he apologizes to both ESB and Education for offending anyone. The reason for revisiting this issue, though he had been back and forth looking at practicalities trying to be pragmatic, and coming into this vote he voted against the Centre and as soon as he did, he felt he made the wrong decision. He knew he made the wrong decision when Councilor Li turned to him in disappointment and asked why he voted that way. Councilor Richardson felt like he disappointed him and the constituency the Centre would represent. Reflecting the week after, Councilor Richardson felt that the Centre offers opportunities to the University as a whole as well as the opportunity for philanthropy

and volunteerism. The debate really hit home for Councilor Richardson when he reflected on his own personal experience as a student and how he was consistently exposed to issues of social justice at STM; he sat on Council with Ojukwu, who is deeply involved with social justice issues and he believes he was lucky to sit with all the council members involved. As a whole, he believes this contributed to his education and made him a better rounded person. Councilor Richardson feels that if the Social Justice Centre does not get passed, we might be denying the opportunity to students, that he was fortunate to have at STM. It has become a personal thing to him and he believes it hasn't been looked at enough to give it a real chance. Even if the Centre does not pass, he just wants to know that Council has given the topic it's due diligence and has done everything they could to thoroughly look into the matter.

Councilor Schmidt thanked President Stoicheff and VP Shumlich for providing information for both sides of the debate, and it has brought to light an important issue on campus. He noted that after the vote, the College of Engineering significantly leaned much stronger against this, and as such, he is speaking as representative for his college. He strongly believes something needs to be done on campus, not only to address discrimination and racism, but also offer student support. He noted a student who is from another province and has contacted both the University Learning Centre and Help Centre because he was in a predicament where he had lost his job and his home. Ironically it happened at the same time as the Five Days for the Homeless campaign, run by Edwards School of Business. The student had also run out of money and in addition his cell phone minutes had run out from calling businesses trying to find a job. VP Thompson looked into getting him into residence, but the student could not afford it; the Learning Centre looking into getting him an emergency student loan, but was not eligible for one; was also not eligible for social assistance because of his fulltime student status.

Councilor Schmidt believes that this is one thing that the USSU needs to help with. It is our job as the USSU to ensure students are supported and issues are addressed. Since the Centre was voted upon a couple weeks ago, and because Engineering has taken a significant stance against this now, he has to speak on behalf of his College as it's representative. Councilor Gartner has taken the initiative to do a survey and the results were not good. As such, Councilor Schmidt believes there have been some serious misconceptions about the Centre and information has been vague. Extra thought into the issue needs to be taken. By voting the Centre down, we showed that this Council at that time was not ready for this. Councilor Schmidt wants to see the Centre work and be successful, or at least have something in its place. Student support is key and this idea is not dead and just needs to be perfected.

Councilor Brown noted that at last vote, he left council shaken up and choked over the subject. He felt that reasons for the Centre were better than the others. He was saddened over the people who abstained from the Centre. As Council members, we were voted in by our peers because they believed that we could make difficult choices like this. Councilor Brown feels that the members who voted against the Centre did not live up to what their peers believed in them. Both sides of the debate were given, and as educated students, we should all know what we believe in by now. He feels everyone should vote tonight again.

VP Shumlich agrees with Councilor Richardson that we need to give the topic its due diligence. As promised, VP Shumlich sent out alternative proposals for other options that Council hasn't had a chance to discuss and that half this Council believes in. Three Councilors are missing; this vote will come down to who called in sick. VP Shumlich compares USC to Parliament and how voting should be done; we need to work together to try and come up with something that everyone can agree on. Maybe the difficult choice we have to make tonight is to say that we believe very strongly in this, but we will wait and work with our peers. If the vote comes down to who called in sick and people are able to force it through, by at most one vote, VP Shumlich will feel and think no other options were considered. This issue will not die out, so why aren't we voting no and letter next years Council decide on a better means that everyone can agree on, because this is not what we are doing.

Councilor Boschman wanted to make a personal comment in regards to the Social Justice Centre and has invested many hours thinking about the Centre. She is involved with other social justice issues because she wanted try to make a positive contribution rather than complaining about all the awful things in the world. She believes the Centre is an opportunity for the USSU and Councilors to make a positive contribution and impact the campus community.

Ryan Mockson, has heard both debates for the Centre as an observer. Financial debates and social equality and harmony on campus seem to be the big deciders on voting. What the debate boils down to is what do you value? If it's a money issue, he strongly believes the USSU can supplement the income from other areas to pay for this initiative; Council is full of young and fresh minds, who can come up with a viable solution financially. Mockson briefly talked about the event last year held by the ISC where they were attacked individually and as a cultural group with racial slurs. The group was unsure of where to go or what to do, to ensure there was a solution, restitution and justice for what had happened. An article published in the Sheaf recently finally shed some light to this issue. A group of people came together, led by Donna from the University Learning Centre, and started the Take A Stand campaign, which advocates for people to take a stand against racism and social inequality. There is a need for a Centre like this, not just for Aboriginal and international students, but also students from all walks of life who have fallen victim to prejudice, racism and social inequalities. The Centre is step in the right direction as it sends a message to the province and the city that we as a University care and are prepared to champion the cause of social solidarity among our campus. Do we want to be a University that denies and rejects our social responsibility because we value monetary means and values financial gain, or do we want to be a University that falls in line with the USSU's core values stated in the constitution; innovation, integrity, mutual respect, professionalism, service, teamwork and trust, and above all, social, economic and environmental responsibilities. Major question is: What do you value?

President Stoicheff would like to take the debate back to the principles of the Centre for Social Justice and focus on those for a good solid debate about the issue:

1. Mandate of the Centre – The Social Justice Centre will provide peer support for students who have been the victims of racial and ethnic abuse on campus. It is an important service that the USSU and the University should provide; yet the University is not interested in the service. Therefore, it is something the USSU will have to implement.
2. Raising awareness for Social Justice issues is very important because many students have campus clubs around campus that are interested in social justice issues, which are important today and they were yesterday and will continue to be in the future. Social justice issues impact our campus, province, country and the international community. The Centre is a way for the campus to be involved in the external community but also to champion equality here on campus, which is an extremely important issue.
3. Another portion of the Centre is to act as an umbrella organization for the social justice groups that currently exist on campus.

Those are the three main focal points of the Centre and it's important to refresh everybody's memory about why we are debating what we. President Stoicheff reminds everyone that these are important issues that will make a substantial impact on the lives of the students on campus for years to come, whether it's implemented today or in the years to come.

President Stoicheff addresses the issue of why not wait until next year to approve the Social Justice Centre. He reasons that the Centre needs the summer in order to plan it's events, and if the Centre had any chance of surviving, it would have to get approved today. If it were to be approved next year, it would significantly change the process and it would be very difficult to implement the Centre.

President Stoicheff goes on to say that nobody is forcing the vote and has been on the agenda for a number of weeks. A number of councilors who voted no last time would like to change their vote, and that takes a lot of will power to admit they had voted the wrong way, especially when they take the time to propose a different mandate. In addition, the committee that was originally asked to make a presentation/report to Council on whether they supported this Center or not, has now said that the majority of it's members quite strongly believe that this is something that should go forward. Therefore, President Stoicheff considers these new facts do warrant this issue coming to Council again. He repeats that this in no way is being "forced down anybody's throats" and has been on the agenda for two weeks.

President Stoicheff addresses VP Shumlich's remarks about a compromise and that he deserves a lot of credit for coming forward with his ideas for a cooperation and solution. Even though President Stoicheff disagrees with the compromise, he credits VP Shumlich on a tremendous job. President Stoicheff argues that for what VP Shumlich proposes, there is no one to coordinate the proposals that he has put forward, which is the point of having a Centre Coordinator and a Centre for Social Justice; these issues are coordinated in some fashion. As well, he believes it doesn't address at all, as far as he knows, issues of Social Justice, specifically raising awareness for issues of this kind, which is arguably the

main point of the Centre, which is to motivate students around issues of social justice. They are relatable issues, such as homelessness, poverty and other human rights and issues.

President Stoicheff goes on to address Councilor Schmidt's comments and feels quite strongly that he is being pressured into doing something he doesn't believe in, which is not fair. Council members should know that they are under no obligations by their council to vote a certain way, even if their council told them to vote in favor of the Centre and you wanted to vote no, you have every right to do that and it is your duty to do that. You were elected and they were not so it is up to you to decide what you want to do.

VP Hitchings would like to waive his speaking rights and speak later.

Move to give Donna Vanderbelt speaking rights.

**USCMotion195:** Councilor Brown/Councilor Schmidt

Carried

Donna Vanderbelt mentions that it was her idea to create the Take A Stand campaign to create awareness. She works full time at the University Learning Centre, yet spent personal time creating the campaign website and posters. The campaign is something that she would like to hand over to the Centre for Social Justice because it's too much work with her full time job. She has a vision for the campaign and does not want to see it fade off. She believes the campaign belongs in the Social Justice Centre, where it could be looked after more in depth. She goes on to say that she disagrees with VP Shumlich's comments and agrees with President Stoicheff that Council should vote in the way that they want.

VP Topola respectively disagrees with President Stoicheff and Donna Goodridge. She believes that she and the Executive were elected to represent the needs of their constituents and it's something that if it doesn't create our opinion then it should inform it very heavily.

VP Shumlich reads directly from the Bylaw Section 91, that states that Council is there to represent their constituency, which are the various students. Therefore, voting on behalf of one's College council is the right thing by the Bylaw. VP Shumlich briefly speaks on behalf of Councilor Joannette, who wrote down that she found it offensive to say that personal values are pushing Council against the Centre; we have good values and are open to other options. VP Shumlich keeps hearing arguments for the Social Justice Centre we know now that these are issues that need to be addressed; where is the argument for why you will force this through such divided Council. Why is Council not open to other solutions? There are other options that we should look at. It's not about the money, it's the fact that those who voted no don't believe the Centre will achieve it's goal as well as other options. It is about Social Justice after all, but what is the best means to the end. VP Shumlich has yet to hear an argument for why Council cannot work together and try and find something that more than half plus one of Council can agree on. We haven't even looked at all the options yet. What is the harm where Council can come to consensus and agree on this one issue, which has already been voted on twice? The University has not had a Social Justice Centre in it's history, so is one more year really going to matter, especially if something better can come out of this? VP Shumlich argues that it's horrible

that this vote will in fact come down to who is absent; everyone is split on the matter, so let's find something that makes Council not split. VP Shumlich would like Council to argue on why the Centre needs to be passed at this very moment, when Council, Executive and students are split on the matter and why a compromise cannot be made.

VP Hitchings wanted to clarify that it will cost more than \$30,000.00 a year to run the Centre; it will cost between approximately \$36,000.00 and \$42,000.00. VP Hitchings disagrees that the vote comes down to who called in sick and that should not factor into anybody's decision making process. We can't wait for everyone to be present to make a decision. In addition, people have the right to vote yes or no. This is a Council that is based on majority. VP Hitchings feels that it is important to point out that Section 91 of the Bylaw was in fact talking about a conflict of interest; you are speaking on behalf of your people and you are not a delegate. You are here to exercise your own judgment. You can go back to your college and hear their opinions, but you don't have to base your vote on them. He points out that Council was elected to make decisions and this is a decision they will have to make. VP Hitchings commented on the remark that the people who voted yes to the Centre are blinded by the fact that we want a Centre and are unwilling to listen to any chance of compromise at all, is absurd. VP Hitchings agrees that compromise is good, but to say that those in favor of the Centre are unwilling to compromise is unfair. VP Hitchings commented that there is the idea that if the vote goes through for the Centre tonight, it is set in stone, which is completely incorrect; tomorrow the Executive can decide to change it or Council could decide to meet again and change it. There is always going to be more time to perfect the Centre and we have the time and we will be able to perfect it if it's implemented.

Councilor Ojukwu re-reads the Bylaw Section 91 word for word so everyone knows what is in the Bylaw, as pointed out by GM Cottrell.

USC Chair points out, just a reminded to Council, reading from the Bylaw Section 92 that it is a duty to speak on behalf of the individuals from your college.

VP Hitchings lastly wants to point out that the last time the debate was called to question, the room was full of people to listen and Council exists in order for debate to happen and for people to speak and be heard. He would like Council to not call the debate to question until everyone has had the chance to speak.

Member Waldner states that the Bylaw is being misinterpreted. He clarifies that the Bylaw states that the purpose of being here as Council is to represent your constituents, not that you have to vote on what the student's society said. Member Waldner agrees with VP Hitchings that approving the Centre today does not mean it is set in stone with no compromises. He also points out that money is not an issue. Many student groups have talked to Member Waldner personally in support of the Centre. He believes the Centre is urgently needed on campus.

Councilor Waldbillig believes that pushing the Centre back a year or more is a waste to the students, especially after hearing the story about the student who needed help and for

the students who need help now. In a year, the Centre could do so much to help against homelessness or racism. Councilor Waldbillig is irritated by the fact that some members would rather push the idea of the Centre back a year, when a year could do so much in regards to helping students and supporting them.

Councilor Schmidt feels the need to stress that his decision did not come lightly and he is in favor of seeing the Centre work. He believes more information needs to be provided to students about what the Centre is there for and make sure that people know it is something that is needed. Councilor Schmidt believes the worst thing Council could do is pass something that students aren't ready to stand behind or feel uninformed about; a solid plan needs to be set out so that this doesn't happen. He very strongly believes in the Centre for Social Justice and wants to see it work and make a difference in students' lives. Councilor Schmidt is worried that if the vote goes through right now, that without the students support we aren't going to be able to keep the project sustained as long as we want and that it will lose a lot of its legitimacy right off the bat. He points out that Council needs to make sure that the support is there and solidified over the summer and get people educated on what the Centre is there for. He pleads to Council to reconsider their vote.

Move for a five-minute break.

**USCMotion196:** VP Shumlich/VP Thompson

Carried

President Stoicheff points out that the Centre has a business plan, which was sent out two weeks ago and has been thoroughly looked at. He feels that there has been due diligence on the issue. President Stoicheff points out that some of the best decisions made and some of the hardest.

Councilor Couture offers his interpretation of the Bylaw; Council is elected to sit in the meetings and make a decision that will help their college.

Councilor Nagy feels that there has been a lot of pressure on Councilors from fellow Councilors and Executive. She is unsure of the reasons why Council cannot take some time to really think and go over the options more thoroughly. In addition, she feels agrees that something needs to be done about the issues that exist on campus, but can't stand behind something unless Council knows for sure it is the best possible option. She would like Council to look at the idea of a new motion to task the new VP Student Affairs, GM Cottrell, Jason Ventnor and the Centre Coordinators, for example, where they can thoroughly examine possible options and look at bringing something to Council in September.

Kevin in the gallery asked VP Thompson about what had happened to the homeless student. VP Thompson responded that he was asked to keep the matter confidential.

Councilor Paton commented that she abstained from voting on the Centre the last time because she felt conflicted. She commented that one of the Council members who voted yes to the Centre approached her and told her that essentially as a medical student she had

no place to be voting no and that at least she should be abstaining, which she did. She felt that since her student society did not feel strongly one way or the other, it was necessary to talk to the leaders of various medical groups more actively involved in Social Justice issues. She pointed out that many students in her college didn't feel that the Social Justice Centre would be the best way to help them collaborate and further their efforts in Social Justice. Councilor Paton goes on to say that everyone at the table has the right to vote in either direction and neither side should be quilting each other based on their morals in voting one way or another.

Councilor Salmers would like to propose a compromise where Council votes in the Centre and have committees working together. She agrees with VP Hitchings in that voting the Centre in tonight does not mean Council cannot change and improve ideas once it is in. The Centre can be flexible and change it's direction as needed. Councilor Salmers also speaks to the issue of awareness; Councilors can only do so much in terms of awareness, in that we cannot force the student body to get involved or informed and needs to be a mutual effort.

VP Shumlich clarifies that he believes there should not be a Centre, but other ways. It's not about tweaking a Centre, it's about something that isn't a Centre.

Councilor Joannette agrees that you cannot force students to be involved or informed. She notes that she has been representing not only her student's council but also Education students, gathering their opinions and bringing them to Council meetings. Councilor Joannette personally feels that if she didn't respectively represent what her peers voted her in to do, she should not be on Council. She feels like she needs to be present to say what her college wanted her to say.

Councilor Ojukwu believes that the mandate and the business plan for dealing with a Centre like this are important to have; yet they go under the realm of implementation. She thinking that this might be more of something the Centre Coordinator would deal with, or VP of Student Affairs. She mentions that she would support a one-year review process.

Councilor Nystuen address the notion that money doesn't matter – Council is there as the essential Board of Directors for a multi-million dollar non profit corporation, with a \$300,000.00 operating budget deficit and an almost \$200,000.00 capital expenditures this next year funded all by debt. He believes Council should just not consider this but certainly take into account things like the loan, which is a \$51.3 million dollar commitment over the next thirty years. It's not simply the only reason to look at other options that may be more affordable. Money matters.

Councilor Joannette briefly mentions that she has heard that students in her college were not comfortable going to a generalized Centre.

Councilor Boschman reminds people that the Centre Coordinators did unanimously agree that a physical Centre is integral to them being able to address the issues that their Centres are mandated to address.

Councilor Waldbillig believes that the issue with waiting until September to make a vote on the Centre, won't happen and that the summer is very important for planning. She notes that not only does she represent her constituents she also brings their views to meetings, but in the end it is her judgment.

Move to vote by secret ballot.

**USCMotion197:** Councilor Boschman/VP Hitchings

Carried

Note Councilors opposed secret ballot:

VP Shumlich

Councilor Nystuen

Councilor Paton

VP Topola

Councilor Nagy

VP Thompson

Councilour Joannette

Councilor Gartner

GM Cottrell handed out blank ballots.

USC Chair made it clear to Council that if they are in favor of the Social Justice Centre, they will write YES on the ballot and NO if they are opposed to the Centre. Those who abstain from the vote are asked to put an X on their ballot. Pounding of the table over the decision is unacceptable.

## **7. New Business**

## **8. Questions and Comments**

VP Thompson thanked everyone for being on Council for the year.

President Stoicheff asked Sheaf reporter, Kevin Menz, who the reporter was who wrote the USSU Report Cards. Kevin Menz did not give specific names, just that it was done as a joke. President Stoicheff thought one comment about VP Thompson was very inappropriate, saying he has done nothing all year. In addition, President Stoicheff was offended by the student comments about him personally over his efforts with Childcare. He goes on to say he was not impressed overall by the comments the Sheaf made with the USSU.

VP Shumlich would like to end the last meeting of the year with everyone at the table saying one thing about what their favorite moment of the year was in one sentence. Comments will be put under Other Business.

Move to give GM Cottrell speaking rights.

**USCMotion198:** Councilor Chu/Councilor Paton

Carried

GM Cottrell would like to lift the mood of the room by saying it has been a pleasure to work with Council this past year. She believes all members have been deeply engaged and have done a fantastic job in their positions. They should end their year proud of themselves for the work they have done. On behalf of the staff of the USSU, GM Cottrell thanks Council for their leadership they have shown and the direction they have given the organization. Lastly, she wishes them the very best in their student and political careers.

Rochelle from the Language and Linguistics Department comments that funding has been cut, leading to no sessionals, therefore any degree that entitles language is in jeopardy. There is major concern because it not only affects the Language and Linguistics Department, but also the whole University because languages are important to all colleges. A pamphlet was put together to address the concern and a petition was started as well. Within days, there was a tremendous support shown from students. More support is needed so she would like a motion for the student's council to support the Language and Linguistics Department in their requests to the University. If anyone would like to put forth a motion, they can do so under Other Business.

## 9. Other Business

Motion to support the Language and Linguistics Department's petition.

**USCMotion199:** Councilor Schmidt/Councilor Waldbillig

Carried

Move to destroy the secret ballots by shredding and recycling.

**USCMotion200:** Councilor Ojukwu/Councilor Paton

Carried

Roundtables of favorite moments:

VP Shumlich feels he has grown as a person.

Councilor Joannette enjoyed learning more about the other colleges and meeting new people.

Councilor \_\_\_\_\_ enjoyed learning how a student society runs.

Councilor \_\_\_\_\_ enjoyed working with the table tennis club.

Councilor \_\_\_\_\_ enjoyed working with President Stoicheff.

Councilor \_\_\_\_\_ enjoyed learning more about politics.

Councilor \_\_\_\_\_ enjoyed the fact that Council members came together to work with one another on different issues.

Councilor \_\_\_\_\_ liked the early morning meetings with committees.

Councilor \_\_\_\_\_ enjoyed Councilor Schmidt's enthusiastic comments during debates and conversations.

VP Hitichings' favorite part of the year is Galen's kilt as well as Councilor Schmidt's emphatic speeches.

Councilor \_\_\_\_\_ met a lot of great people.

GM Cottrell can't wait for Place Riel to be finished renovations.

Councilor Chu enjoyed being a part of USC and the passion everyone has for politics.

Councilor \_\_\_\_\_ liked the fact that he felt needed during the first meeting because he had a bottle opener on his keychain

Councilor \_\_\_\_\_ enjoyed listening to debates and conversations.

Councilor Brown enjoyed being a representative for his students' union.

Councilor \_\_\_\_\_ enjoyed being rewarded a candy cup by President Stoicheff.

Councilor \_\_\_\_\_ enjoyed being engaged with a different set of people and to have grown as a person.

Councilor \_\_\_\_\_ enjoyed the tour of Place Riel and the change that's happened.

VP Topola enjoyed all the funny moments and how strangers became friends.

President Stoicheff enjoyed speaking to an audience in the bowl about Childcare.

USC Chair enjoyed the very first time having a meeting in the new Council Chambers.

## 10. Adjournment

Move to adjourn.

**USCMotion201:** President Stoicheff/VP Hitchings

Carried

# Executive Committee

Minutes for Monday April 4, 2011

Present: Scott Hitchings, Blair Shumlich, Leon Thompson, Kelsey Topola  
Regrets: Chris Stoicheff, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:05 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**

GM Cottrell

- Executive Meeting
- Meeting re: Grand Opening of Place Riel
- Meeting re: art
- Meeting with Delmar Gallery
- Staff Meeting
- Notary appointments
- Site Meeting
- Tenant Meeting
- USC
- Meeting with Architects
- Day long Alumni Association Retreat

President Stoicheff

- President's Service Award-Committee Meeting
- Exec meeting
- Hosted panel Discussion on Racism in Neatby-Timlin
- Class
- Whitewater Park Interview
- CEDC meeting
- Meeting with tammy Roberts
- BOCP meeting
- Review meeting VP-Teaching and Learning
- Class
- Arts and Humanities Budget Cuts Forum
- Undergraduate Forum meeting
- USSU Election Results

#### VP Hitchings

- Teaching Excellence Awards
- Executive Meeting
- Meeting with Student re: insurance & funding (x4)
- Staff Meeting/Tour of the new offices
- Class
- Wrote plasma updates
- Wrote blog
- Coke inventory
- USC
- Meeting w/ student re: funding application rejection
- Operations & Finance Board Meeting
- Meeting with student re: insurance

#### VP Topola

- Meeting with the Scholarship and Awards Committee
- Handling Student grievances
- Organizing and putting together materials for the CSSO promotional campaign
- Meeting with the Academic Advising Council
- Taking 2 ADOs

#### 4. **Business**

##### 4.1 Sponsorship for Pride Centre Day of Pink on Plasmas and Buzzboards

##### **Move to sponsor the Pride Centre Day of Pink on the Plasmas and Buzzboards.**

**EXECMotion101:** VP Thompson/VP Topola

Carried

#### 5. **Adjournment**

The meeting was adjourned at 9:10 am.

# Executive Committee

Minutes for Monday April 18, 2011

Present: Chris Stoicheff, Blair Shumlich, Leon Thompson, Kelsey Topola,  
Caroline Cottrell

Regrets: Scott Hitchings

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1. **Call to Order**

The meeting was called to order at 11:08 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Budget for Candidate Forum

**Move to approve a budget of \$300 for the Federal Election Candidate Forum.**

**EXECMotion102:** VP Shumlich/VP Thompson

Carried

5. **Adjournment**

The meeting was adjourned at 11:10 am.

# Executive Committee

Minutes for Tuesday April 26, 2011

Present: Chris Stoicheff, Scott Hitchings, Blair Shumlich, Leon Thompson,  
Kelsey Topola, Jason Ventnor

Also Present: Alex Ferwerda, Reid Nystuen

Regrets: Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:05 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 ISA Elections

VP Thompson stated that Kai Li has been asking for clarification on the election process. The ISSAC does not want to take responsibility to hold them.

VP Hitchings stated that we can perhaps assist them.

4.2 Cuts to Humanities and Fine Arts

President Stoicheff stated that he would be meeting with Brett Fairbairn and representatives will be there from areas that are being affected by these cuts.

The Executive also discussed the rising cost burden for Music students that are paying for performance classes as an additional cost to their program.

5. **Adjournment**

The meeting was adjourned at 9:30 am.

# Executive Committee

Minutes for Monday May 2, 2011

Present: Scott Hitchings, Kelsey Topola, Alex Ferwerda, Reid Nystuen, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 10:00 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**

VP Topola

- Binder creations of politics for academic grievances – USSU and UofS
- TEAS planning – will take her out to lunch
- Meetings on cuts to Fine Arts with Brett Fairbairn

President Hitchings

- Childcare meeting with Brett Fairbairn

GM Cottrell

- Away for last week of April

4. **Business**

4.1 VASU Language Arts

The Executive is working with VASU with regard to their funding cuts. They will support via group ratification and club status and any other work they can help with.

There were also big cuts to the sessional lecturers. The USSU has concern over short term versus long term plans for teaching and want the University to step up to the table and give an idea of their long term plan.

4.2 Childcare Meeting

President Hitchings provided an update on the new childcare proposals. The Executive will continue to work with the various partners on this initiative.

4.3 Students offering support

VP Topola received an email from Greg Overholt about a support group

called “Students Offering Support” designed to help high school students’ transition to University. They have to pay a donation fee of \$20 which is then used as support money for education in Latin America. VP Topola will let volunteers in the Centres know about this and if anyone wants to contact him they can, but the Executive will not get further involved.

5. **Adjournment**

The meeting was adjourned at 11:00 am.

# Executive Committee

Minutes for Monday May 2, 2011

Present: Scott Hitchings, Reid Nystuen, Alex Ferwerda, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 4:20 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Funding Request for TEELO

TEELO is a precursor to cricket.

**Move to approve a request of \$600 for TEELO.**

**EXECMotion001:** President Hitchings/VP Nystuen

Carried

5. **Adjournment**

The meeting was adjourned at 4:30 pm.

# Executive Committee

Minutes for Wednesday May 11, 2011

Present: Scott Hitchings, Kelsey Topola, Alex Ferwerda, Reid Nystuen, Caroline Cottrell, Jason Ventnor

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1. **Call to Order**

The meeting was called to order at 9:13 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Computer training
- Childcare meeting
- Lunch with Don Story
- Long Service Awards Banquet
- Communications meeting
- Meeting with Sandra Calver re: BOG
- Wanuskewin Trip

VP Topola

- Computer training
- Lunch with Don Story
- APC Meeting
- TLCC Meeting
- Wanuskewin Trip
- Copyright Advisory Committee meeting

VP Ferwerda

- Computer training
- Lunch with Don Story
- CFCR
- Wanuskewin Trip

VP Nystuen

- Computer training
- Louis'/Browsers Planning
- Lunch with Don Story

- Communications meeting
- Wanuskewin Trip

#### 4. **Business**

##### 4.1 Childcare

President Hitchings stated that there is an announcement to be made on Monday. Proposals made are a good thing, but it does not solve the problem. Executive should make an appearance at the announcement.

##### 4.2 Ratifications

VP Nystuen discussed groups and events looking to be ratified. Among these are:

1. Frontier College – to promote literacy
2. Table Tennis Tournament

**Move to ratify these two groups/events.**

**EXECMotion002:** President Hitchings/VP Topola Carried

Group for Table Tennis has requested \$450 for registration fees. VP Nystuen, upon further consideration, thinks \$300 is a sufficient amount.

**Move to give \$300 to the Table Tennis Tournament.**

**EXECMotion003:** President Hitchings/VP Topola Carried

##### 4.3 Strategic Plan

GM Cottrell would like to see the Executive set 4-5 goals for the year. Out region engagement is a top priority. Think about recreating vision and values.

##### 4.4 USSU Twitter and Blog

President Hitchings discussed the USSU Twitter account and how it was a great marketing tool for the Union, but not for personal use of the Executive. Twitter account and password will be given to all Executive members to tweet USSU information.

As for the USSU Blog, President Hitchings noted it was a powerful tool to address students and should be used for business use. Executive will need to discuss what they want to write about, as the blog should be updated on a regular basis.

##### 4.5 CLASSIC

CLASSIC (Community Legal Assistance Services for Saskatoon Inner City) is a non-profit organization that VP Ferwerda would like to work more closely with over the next year. Possibilities of the USSU helping them obtain space within the University and a small budget. VP Ferwerda will meet with the group and discuss opportunities.

#### 4.6 Place Riel Grand Opening

Grand Opening will take place on August 18, 2011. Invitations will be sent out – Executive will need to discuss invitees and who will be Master of Ceremonies.

#### 5. **Adjournment**

The meeting was adjourned at 10:00 am.

# Executive Committee

## Minutes for Monday May 16, 2011

Present: Scott Hitchings, Kelsey Topola, Alex Ferwerda, Reid Nystuen, Caroline Cottrell

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### 1. **Call to Order**

The meeting was called to order at 10:00 am.

### 2. **Quorum**

Quorum was present.

### 3. **Roundtable**

President Hitchings

- Board of Governors meeting for two days last week
- iPhone was updated
- Meetings about Childcare

VP Topola

- Putting together material for training new CSSO
- Making yearly schedules/plan of events
- Attending NASA Career Fair
- Handling student grievances
- Touring the Centres
- Meeting with Grant McConnell re: council chamber art
- Meeting with the Study Abroad Office

VP Nystuen

- Reviewed campus club policies – has changes he wants to make
- Reviewed file maker – made changes
- Site meetings
- Tenant meeting
- Finance cost meeting

VP Ferwerda

- Meeting with CLASSIC this week
- Working on a Fair Trade campus

GM Cottrell

- Site meetings

- Tenant meetings
- Finance meetings
- Bankers meetings

#### 4. **Business**

##### 4.1 Fridays

President Hitchings would like to see the “Friday Policy” in effect again for the upcoming year – Executive do not have to come into the office until around 10 a.m. because of the USC the night prior.

##### 4.2 Tuition Freeze/SSC/URSU

President Hitchings is meeting with SSC, URSU and SIAST next week to discuss tuition freeze. Ideally, Hitchings would like to see these groups leave the debate on tuition freeze and instead lobby for childcare.

##### 4.3 Club Ratifications

**Move to ratify Student Medical Society of Saskatchewan.**

**EXECMotion004:** VP Nystuen/President Hitchings

Carried

##### 4.4 Campus Dentist

VP Nystuen received a call from the Ontario based Campus Dentist, who were looking to extend their business to the UofS. He noted that if space becomes available he will see if this looks like a good fit with other tenants.

##### 4.5 Roof Deck

Executive would like a rooftop deck. CM Cottrell will talk to the architect to see if this idea is possible.

##### 4.6 Childcare

President Hitchings attended the Steering Committee Meeting on Childcare. He will keep Executive updated on any progress made towards increasing childcare spaces on campus.

##### 4.7 Sustainability Audit

President Hitchings would like to look at ways to adapt the University’s sustainability audit to the Students’ Union. VP Ferwerda will look into this. GM Cottrell noted that there is a Western Canadian group working on this through Stefanie Livingstone, USSU Sustainability Coordinator, but that the progress has been slow.

5. **Adjournment**

The meeting was adjourned at 11:54 a.m.

# Executive Committee

Minutes for Wednesday May 25, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Caroline Cottrell, Jason Ventnor

Regrets: Kelsey Topola

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## 1. **Call to Order**

The meeting was called to order at 2:30 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtable**

President Hitchings

VP Topola

- Attending childcare announcement
- Attending Executive committee meeting
- Attending a Copyright Advisory Committee meeting
- USSU staff retreat
- Meeting with executive re: ideas for what to lobby the government for
- Handling student grievances
- Meeting with Don Story re: governance of non-profit corporation
- Meeting with Maxine Kinakin - re: DSS services
- Attending University Council
- Training new admin secretary on academic grievances

VP Nystuen

- Staff retreat
- Shopping for staff retreat
- Childcare lobby planning
- External lobbying planning
- Meeting with USSU lawyer, Greg Walen - re: NFP Gov.
- Continuing to organize and improve internal systems for clubs

VP Ferwerda

- Executive meeting
- Government Lobbying Ideas

- Lunch with Greg Walen
- Flower planning on Louis' deck
- Childcare Board Meeting
- Staff Retreat
- CFCR
- EDO

GM Cottrell

- Staff retreat
- Vacation

#### 4. **Business**

##### 4.1 Consentfest

Organizer would like information on plasmas. Jason Ventnor will see if they can provide a file for the plasmas.

**Move to allow Consentfest to advertise on plasmas.**

**EXECMotion005:** VP Nystuen/VP Ferwerda

Carried

##### 4.2 Movies for Welcome Week

Executive will need to choose two movies to show during Welcome Week. Best option is to get each Executive to choose 3-4 favorite movies each and then pick out of a hat.

##### 4.3 Welcome Week Giveaways

Jason Ventnor showed Executive an option for Welcome Week giveaways. Box filled with everyday products, such as deodorant, toothpaste, packets of sample foods, ect. Box is priced at \$5 each. Budget is \$4000; 800 boxes could be bought for giveaways. President Hitchings would like in addition to have one large giveaway, like an iPad. Executive will have to discuss giveaway options and report back to Ventnor by Monday, May 30.

#### 5. **Adjournment**

The meeting was adjourned at 2:47 p.m.

# Executive Committee

## Minutes for Monday May 30, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Jason Ventnor

Regrets: Caroline Cottrell

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### 1. **Call to Order**

The meeting was called to order at 9 a.m.

### 2. **Quorum**

Quorum was present.

### 3. **Roundtable**

President Hitchings

- Presidential Search Committee meeting
- Childcare meeting

VP Topola

- Vacation in Florida

VP Nystuen

- EDO on Tuesday
- Site Meeting
- Place Riel Meeting
- Made changes to group policies
- Visited the centres

VP Ferwerda

- Regina Car Share
- Working on bike tool stand
- Had lunch with a student

### 4. **Business**

#### 4.1 GSA

Executive would like to set the wheels in motion to make an action plan with the GSA. Possible meeting with their president is in order.

#### 4.2 USSU Strategic Plan

President Hitchings has set aside two days for the Executive to get together to discuss strategic planning. He noted that each Executive should put together their action plans as well. After they review the USSU's strategic plans, they will go over policies and bylaws.

#### 4.3 Welcome Week Movies

President Hitchings tweeted about movie suggestions, but response was bleak. Executive discussed showing *Batman* and *Scott Pilgrim vs The World*.

#### 4.4 Campus Group Policies

VP Nystuen would like to see changes to the policies.

**Move to adopt the following changes to Campus Group Policies:**

**1. Things you can rent:**

- **Sask Hall**
- **Popcorn machine, ect.**
- **Spaces that no longer exist in Place Riel**

**2. File Maker – Sports Clubs**

**3. Alcohol based events re: Insurance**

**4. Funding changes**

**5. Receipts**

**EXECMotion006:** President Hitchings/VP Ferwerda

Carried

#### 4.5 Polls on website

VP Ferwerda would like to set up a poll on the new USSU website about events and issues. It is an interactive way to see what we're doing and get ideas.

#### 4.6 Ratifications

**Move to ratify the UofS Argentine Tango Club**

**EXECMotion007:** President Hitchings/VP Topola

Carried

#### 4.7 Purchasing iPads

President Hitchings asked the Executive about their thoughts on getting iPads to be used at meetings. VP Topola likes the idea as she is involved in many committees and meetings. Purchasing iPads is a good idea, but there are laptops readily available to use at meetings.

#### 4.8 Emergency Fund

In response to lunch with a student in need last week, VP Ferwerda purposed to create an emergency fund. If formulated and used properly it's a great idea. In correlation, could the University lower their standards for their student emergency fund or the USSU partner with them?

#### 4.9 Academic and Policies Blog

VP Topola would like a separate blog on the USSU website.

### 5. **Adjournment**

The meeting was adjourned at 9:45 a.m.

# Executive Committee

Minutes for Monday June 6, 2011

Present: Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell  
Regrets: Scott Hitchings

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1. **Call to Order**

The meeting was called to order at 3:25 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

VP Topola

- Attending USSU Executive meeting
- Meeting with the Honourable Rob Norris
- Researching and planning University Affairs webpage for USSU website
- Writing of blog
- Studying NAP material
- Attending the Women's Leadership Initiative Committee of Deloitte
- Writing plasma points, roundtables, etc.
- Handling Academic Grievances

VP Nystuen

- EDO on Tuesday
- Site Meeting
- Place Riel Meeting
- Made changes to group policies
- Visited the centres

VP Ferwerda

- Meeting with Russell Isinger - re: looking into a better action plan for dealing with students in need.
- Executive meeting
- Met with Minister Norris
- Met with Kathleen Makela (ASC)
- Met with Heather Trueman and Rebecca Anderson about Saskatoon Car Share and other sustainability ideas.
- Spoke with Meg Boshman and Shannon Dyck about campus cycling club.

- Started a poster event with Olivia: “How to lock up your bike” and “Remember to recycle your cups”.

GM Cottrell

- AMICUSS-C Conference in Edmonton, Alberta.

#### 4. **Business**

##### 4.1 STLHE – Society for Teaching and Learning in Higher Education

VP Topola mentioned that the University of Saskatchewan is hosting the annual conference this year. There is a \$300 fee to attend. Executive will discuss who will possibly attend the conference.

##### 4.2 RONR – Robert’s Rules of Order

VP Topola would like to know when the rest of the Executive will be writing their NAP exam as she would like to write around the same time.

##### 4.3 Letter of University Council Meetings

VP Topola pointed out that she sits on various University Boards & Committees. Other Executive members will need to delegate and decide on which Committees they would like to be apart of.

##### 4.4 Transit

VP Nystuen has a meeting with Saskatoon Transit on June 22, 2011.

##### 4.5 College Quarter

VP Nystuen has been doing research on new College Quarter. Big concern is that there is no meal plan for the students living in the new residences. There is no grocery store within suitable walking distance for the students. VP Nystuen suggested having the students pay a small fee to get picked up by bus, which will take them to a local grocery store. VP Topola mentioned that the Help Centre coordinator has looked into a similar idea and VP Nystuen should get in touch with her to discuss.

##### 4.6 Canadian Light Source

Tour planned for the first week in July.

#### 5. **Adjournment**

The meeting was adjourned at 3:00 p.m.

# Executive Committee

## Minutes for Monday June 13, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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### 1. **Call to Order**

The meeting was called to order at 9:30 a.m.

### 2. **Quorum**

Quorum was present.

### 3. **Roundtable**

President Hitchings

- Vacation

VP Topola

- Meeting with Brett Fairbairn re: tuition
- Meeting with Maxine Kinakin re: the role of DSS
- Meeting with the Executive
- Attending sensitivity training
- Attending ASC meeting
- Attending celebration for profs offered tenure
- Attending the graduation powwow
- Meeting with the APC
- Volunteering at the Welcome to the Gaybourhood BBQ
- Attending TLCC meeting
- Attending a celebration for profs promoted to full professor
- Attending RSAW meeting
- Meeting with Kevin Wu re: notesolution website
- Meeting with Rick Bunt re: notesolution website
- Watering my plants
- Working on University Affairs page for website
- Studying NAP

VP Nystuen

- Executive meeting
- Meeting with Brett Fairbairn
- Meeting with Russ Isinger
- Place Riel Finance & Operating Working Group Meeting
- Social Committee meeting

- Sensitivity training
- Inspected bike tool rentals at the PAC
- Louis'/Browsers planning meeting
- Graduation Powwow
- Attended Presidential Search Committee at the town hall
- Place Riel site meeting
- Conduct interviews for Admin Secretary position

#### VP Ferwerda

- Met with Brett Fairbairn with VP Topola and VP Nystuen
- Executive meeting
- Sensitivity training
- Liaised with the Centers
- Met with Russell Isinger and Frank about E-funds and coordination. Will maybe hold an event in the middle of both semesters.
- Hosted the USSU radio show
- Attended the Graduation Powwow ceremony at the PAC
- Met with Terra Carrier concerning the student health care plan
- Update on student in need: He is doing well, had found a job and a place to stay
- Met with Rita Mireles and the group who will be involved in Hike, Bike and Roll.
- Helped a student who was having legal issues with her non-profit organization – Lena Esmail – Canadian Nursing Students' Association

#### GM Cottrell

- Executive meeting
- Meetings with Accountant & Auditors
- Louis'/Browsers Planning Meeting
- Meeting with Terra Carriere re: PAC Physio
- Site Meeting
- Tenant Meeting
- Place Riel Finance Group Meeting
- Interviewing for new position – 3 interviews
- Working on new model for customer service

#### 4. **Business**

##### 4.1 Social Committee Funding Request

Committee has requested \$150 for Executive sponsorship for golf prizes. Go ahead with the request even though sponsorship is for students.

##### 4.2 Electronic Grievances

VP Topola is setting up a tracking sheet for keeping a record for grievances.

#### 4.3 Note Taking Website

Email from Kevin Woo who has started a note taking website. VP Topola met with him last week. Website launched at U of T in 2010. Now looking to launch at UBC and U of S. Have to sign in via NSID. Site is run on a credit system where uploading gives points towards downloading. Copyright isn't an issue because it is all students' notes and the site "scans" so copyright material cannot be uploaded. VP Topola will check with U of T to get more feedback. She believes the website is free. She will do more research on this and get back to Executive.

#### 4.4 Council Committee

The University wants President Hitchings to sit on Planning & Priorities.

President Hitchings: Planning & Priorities  
Scholarships & Awards  
VP Topola: Academic Programs Support  
RSAWs  
Teaching & Learning

#### 4.5 Ratifications

**Move to grant ratification for the Environmental Engineering Students' Society.**

**EXECMotion008:** VP Nysteen/President Hitchings Carried

#### 4.6 Emergency Fund

Meeting with Alex Werenka to have a conversation about an emergency fund. Will meet with the University, who will revamp the criteria for student use of the fund. VP Ferwerda will educate himself in the process.

### 5. **Adjournment**

The meeting was adjourned at 10:40 a.m.

# Executive Committee

Minutes for Monday, June 20, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 9:00 a.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtable**

President Hitchings

- Executive meeting
- Catch up on emails, phone calls, ect.
- Meeting with Cam Broten
- Meeting with Margret Asmuss & Office of Sustainability Inter
- Lunch with Dave Hannah and Russ Insinger
- Setting up the Unions' goals for next year
- Meet and greet with University admin
- Place Riel Steering Committee meeting
- Parliamentarian Training
- Place Riel walkthrough for OHS
- Childcare meeting
- Wrote blog
- Meeting re:WUSC
- Lunch with Communications Manager
- Review policies
- Meeting with Callan Davies of StudentCare
- Financial Accountabilities meeting
- Review of Policies round two
- EDO
- Board of Governors (two days)

VP Topola

- Attending a workshop for academic advising
- Meeting with Cam Broten
- Attended Learning Charter implantation committee meeting
- Attended REZ project training

- Met with Dave Hannah, Russ Isinger et. al.
- Attended Exec Committee meeting
- Met with Exec re: our and the union's goals
- Attended James Pepler's Meet and Greet Lunch
- Met with Exec re: childcare
- Attended University Council
- Finished University Affairs Web page
- Met with UofA VP Academic re: our portfolios, organizing a Western Canada network of VP Academics, maybe a CRAM
- Studied NAP
- Handled Academic Grievances

#### VP Nystuen

- Conducted interviews for Administrative Secretary position (x4)
- Exec Meeting
- Exec met with Cam Broten
- Lunch meeting with SESD (Dave Hannah, Russ Isinger, Janelle Hutchinson)
- Strategic Planning with Exec
- University Administration meet and greet lunch
- Place Riel cost allocation meeting
- Meeting with David Hannah and James Pepler regarding Childcare and University Ombudsmen
- Spent time in Help Centre
- Met with University of Alberta SU VP Academic Emerson Csorba

#### VP Ferwerda

- Executive meeting
- Met with Alex W and Phaedra about creating an action plan/budget for students who are down and out. There will also be a further meeting with those at the U of S about coordination
- Met with Cam Broten
- Met with Margaret Asmuss from the U of s Office of Sustainability
- Lunch with Dave Hannah
- Met with the executive to discuss our Union's goals
- Postponed meeting with Eric Daro
- Dealt with a parking issue for a student in the department of music
- Attended the administration meet and greet lunch
- Childcare meeting with Executive

#### GM Cottrell

- Executive meeting
- Meet and Greet Administrative lunch

- Interviews for Administrative Secretary
- Strategic planning with Executive
- Many meetings

#### 4. **Business**

##### 4.1 iPhone Covers

President Hitchings asked the Executive their thoughts on getting plastic covers for their phones. Covers will protect phones from being scratched but are not a necessity. President Hitchings noted that it is an individual decision for the Executive. GM Cottrell will talk to IT.

##### 4.2 Poster Budget

VP Ferwerda is working on it.

##### 4.3 Note Sharing Website

VP Topola finally received an email from the creators of the note sharing website and thinks it's a great idea that the USSU should go for. VP Topola doesn't have all the details yet, but it sounds like there could be a link to the note sharing website on the USSU webpage. Will have to talk to Jason Ventnor and IT about the link. In addition, VP Topola will talk discuss the webpage with DSS as well.

##### 4.4 Council Committee

The University wants President Hitchings to sit on Planning & Priorities.

President Hitchings: Planning & Priorities

Scholarships & Awards

VP Topola: Academic Programs Support

RSAWs

Teaching & Learning

##### 4.5 Ratifications

Muslim Students' Association – VP Nysteuun needs more information from them before they can become ratified.

Room for Improvement Club – are not ratified for the year yet.

Funding Request from the Medical Students' Society. They would like a \$400 credit (\$300 to XL and \$100 for Coca-Cola product) for their "Miles for Smiles" event.

**Move to grant a \$400 credit to the Medical Students' Society.**

**EXECMotion009:** VP Nysteuun/VP Ferwerda

Carried

##### 4.6 Leaders Hall Conference

Executive will be traveling to Calgary next week.

5. **Adjournment**

The meeting was adjourned at 10:00 a.m.

# Executive Committee

Minutes for Monday June 20, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

---

1. **Call to Order**

The meeting was called to order at 1:20 p.m.

2. **Quorum**

Quorum was present.

3. **Business**

3.1 Changes to Policies

**Move to adopt changes to the following policies.**

**EXECMotion010:** President Hitchings/VP Topola

Carried

Policy Changes:

*Key Policy*

- c. Remove Exec members from the list of people who have master keys to MUB
- f. Change Club Office to Campus Club Space
- g. Change Facilities and Operations Manager to Facilities and Business Manager

*Parking Policy*

Throughout change Facilities and Operations Manager to Facilities and Business Manager.

*Van Policy*

Change all reference to Administrative Assistance or Confidential Secretary to Administrative Secretary.

*Executive Protocol Policy*

- 8(d) Change to Administrative Secretary from Confidential Secretary.
- 3(3) Make official paying out for unused EDOs to a maximum of 5.

*Executive Sponsorship Policy*

Changed all numbering to make it internally consistent  
1(1.2) iv – add “and year end banquets”.

1(1.2) v – add “travel”.

2(1.2) – change fifteen hundred to five hundred.

3(1.1) – change Communications Manager to Communications and Services Manager and add “and receipts must be provided to the VP Operations and Finance.”

3(1.4) XL Design and Reproductions changed to XL Print and Design.

4(1.1) One week changed to two weeks.

*SAL Policy*

2(b) Executive members are not required to open their meetings to SALs nor should they assign the majority of their meetings to SALs. Changed to Executive members are not required to appoint SALs to University level committees, nor should they assign the majority of these meetings to SALs.

*Travel Policy*

Change Administrative Assistant to Administrative Secretary.

*Appointments Board*

Replace AB with Appointments Board.

6. Delete “Following the interview of applicants.”

4. **Adjournment**

The meeting was adjourned at 3:30 p.m.

# Executive Committee

Minutes for Monday June 20, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

---

1. **Call to Order**

The meeting was called to order at 1:20 p.m.

2. **Quorum**

Quorum was present.

3. **Business**

3.1 Changes to Policies

**Move to adopt the changes to the following policies:**

**EXECMotion011:** President Hitchings/VP Topola Carried

Policy Changes:

*Expenditure of Money Policy*

1.3 Change Facilities and Operations Manager to Facilities and Business Manager.

*General Financial Policy*

Throughout change Facilities and Operations Manager to Facilities and Business Manager.

*Food Centre, Help Centre, Pride Centre, Safewalk, and Women's Centre Policies*

- Marketing and Services Manager changed to Communication and Services Manager.

- Statement that all volunteers must be registered undergraduate students has been changed to "Volunteers must be registered students at the University of Saskatchewan."

*Sustainability Policy*

Delete Appendix A.

*Sask Hall Rental Policy*

The USSU no longer controls this space so these policies have been deleted.

### *Table Rentals*

- The person from whom the tables are rented is changed from the Facilities and Sustainability Coordinator to the Information Centre Supervisor for the duration of the former's maternity leave. New phone number changed to 966-6988 or through tables@ussu.ca.
- Add the USSU reserves the right to refuse any booking.
- Add to the daily rental sentence "and for ticket sales for any groups' events".
- Change to free of charge for information purposes or for students who need a table for academic purposes including, but not limited to surveying, focus groups, class projects (subject to availability).
- Add heading "Tunnel Decorum" – The USSU expects that appropriate decorum will be observed at all times. Offensive materials, loud music, harassment of passers-by and other inappropriate behavior will not be tolerated and will result in loss of space and/or booking. Respect for divergent points of view is expected at all times.

### *Volleyball Court Rental*

Changed to include USSU receptionist as a contact for bookings.

### *CFCR Radio Policy*

Changed VP External to VP Student Affairs.

## 4. **Adjournment**

The meeting was adjourned at 3:30 p.m.

# Executive Committee

Minutes for Monday July 4, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 10:00 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Leaders Hall Conference in Calgary

VP Topola

- Leaders Hall Conference in Calgary

VP Nystuen

- In Calgary for Leaders Hall Conference
  - Drew Dudley spoke about leadership
  - Drew Dudley session on teamwork and communication
  - Al Morrison spoke on defining leadership followed by workshop on defining leadership
  - Session with people in similar positions from other institutions:
    - Ask questions about what they are doing
    - Problems they are having?
    - Successes they are having?
    - Goals for the year?
  - Kelly Hruday spoke of this sports past
  - Dr. Loren Falkenberg conducted workshop on decision making in groups
    - Very beneficial exercise
  - Exec Team Building
  - Networking with other student leaders
- Travel back from Calgary
- Wrote blog on conference
- Wrote many emails to different campus clubs regarding ratification and funding information
- Reviewed pending ratifications
- Prepared for Exec meeting

- Canada Day

#### VP Ferwerda

- Executive Meeting
- Policy afternoon with Executive
- Callan Davies meeting with Executive
- Smoking committee with James Pepler
- Policy afternoon with Exec – take 2
- Met with FMD and Asmuss about bike tool repair stand
- Went to the employee appreciation picnic
- Liaised with the centers
- Leader’s Hall Conference in Calgary
- Met with Asmuss about bike tool repair, once again.

#### GM Cottrell

- Meeting with University Advancement re: Grand Opening
- WUSC discussions
- Policy Revisions x 2
- Financial Review
- Meeting with VP Nystuen re: Transit
- Notary appointments x 2
- Meeting with Transit
- Site Meeting
- Meeting with James Cook re: Head Lease
- Executive Meeting
- Day long Cold Beverage Presentations
- Childcare steering committee
- Managers meeting
- Staff meeting
- Meeting with architect
- Canada Day

#### 4. **Business**

##### 4.1 Poster Budget for Promotion

VP Ferwerda proposed poster campaigns to bring attention to recycling paper cups and to locking up bikes. He would like up to \$50.00. (See attached proposal).

**Move to sponsor the poster campaign for recycling paper and locking up bikes.**

**EXECMotion012:** VP Ferwerda/President Hitchings

Carried

##### 4.2 Farewell to President MacKinnon

The USSU will be hosting a farewell to President MacKinnon on March 8<sup>th</sup>. Details to follow, but it will not be formal.

#### 4.3 Club Ratifications

**Move to ratify the following groups:**

- 1. Saskatoon Youth NDP**
- 2. Physics Students' Society**
- 3. Edwards School of Business**

**EXECMotion013:** VP Nystuen/President Hitchings Carried

#### 4.4 Governance Video

VP Topola wants to make a video about the governance structure of the University of Saskatchewan so that students will be more informed and involved. The complete proposal is attached.

**Move to provide the necessary funds to create a video on governance.**

**EXECMotion014:** VP Topola/VP Ferwerda Carried

Note: VP Nystuen suggested asking President MacKinnon to be involved in a Welcome video as well.

#### 4.5 Note Solution

Further to an earlier conversation, VP Topola reported that she had been in contact with her counterpart at the University of Toronto to discuss their involvement with *Note Solution*. The only endorsement provided by the UTSA was to allow a link to their website.

**Move to allow a link to Note Solution on the USSU website.**

**EXECMotion015:** VP Topola/President Hitchings Carried

#### 4.6 Council Engagement

The Executive have expressed concern that Council members are not as engaged in their governance duties as they really need to be. It is proposed that at the start of each meeting there will be a quiz on something out of the minutes. The winner or winners get a little joke prize but their names are recorded so that the person with the most little prizes at the end of the year gets a real prize.

#### 4.7 Tutor Registry

VP Topola is going to be working on increasing the visibility of the tutor registry and exam file and would like funding for a campaign. (See attached proposal).

**Move to provide \$47.00 for the tutor registry/exam file campaign.**

**EXECMotion016:** VP Topola/President Hitchings Carried

#### 4.8 Committee Appointment

VP Topola noted that a student is needed to sit on an Appeals Board. Normally this is a student member of Senate, but the only currently elected student member is Leon Thompson and he is currently in Ottawa.

Accordingly, the committee would like the USSU to appoint a representative.

**Move to appoint VP Topola for the Student Appeal Board.**

**EXECMotion017:** President Hitchings/Ferwerda

Carried

#### 4.9 Flash Mob

Eric Daro from University Advancement is trying to organize a Flash Mob for the first day of the fall term and wants involvement from the USSU. VP Topola will book another meeting with him to have further discussion.

#### 4.10 Welcome Week Movies

The Executive have requested we get *The Departed* and *Dumb and Dumber* for the Car-less Drive-In Movies at Welcome Week.

#### 4.11 Welcome Week Giveaways

The Executive decided that they will give the \$5.00 return to school packs as presented by Jason Ventnor. Additionally there will be a draw for an iPad. Students will need to provide email contact information to sign up and we will use this as the beginning of a list serve.

### 5. **Adjournment**

The meeting was adjourned at 11:00 a.m.

Alex Ferwerda  
VP Student Affairs

I. Project: Recycle Your Cup/Lock Up Your Bike Well

A.1. Project Name: Recycle/Lock Up

A.2. Proposed by: Alex Ferwerda, VP Student Affairs

II. Analysis

A. Background Information and Need

The pointed of this project is straightforward. There will be two different posters that will be displayed around campus that first, remind people to recycle their paper cup and plastic lid. And, secondly, instruct individuals to lock up their bike in the correct fashion

B. Target Group and Characteristics

The whole school is essentially a target.

B.1. Primary Target: University Students

B.2. Secondary Target(s): Open to facult, staff and community members

C. Vision and Mission

C.1. Vision & Mission: The University of Saskatchewan Students' Union strives to be the recognized leader in enhancing the student experience.

D. Key Considerations

D.1. Detailed Budget: Posters

D.2. Total Budget: To be confirmed upon printing

D.3. Organizational Requirements: The posters should be able to be printed this week.

**Executive Project Proposal**

## **I. Project #1**

A.1. Project Name: University Governance You Tube Video ft. Pmac!

A.2. Proposed by: VP Academic

## **II. Analysis**

### **A. Background Information and Need**

A.1. History: The USSU has a long and proud tradition of making fine YouTube videos.

A.2. Issues: Students lacking knowledge of the university and how it works. I believe this to be a major factor in the lack of student engagement and apathy throughout our campus community.

A.3. Research: Thinking of how to make a short, funny and informative YouTube video

### **B. Target Group and Characteristics**

B.1. Primary Target: U of S students, particularly undergraduate students

B.2. Secondary Target (s): the campus community at large

### **C. Vision and Mission**

C.1. Vision & Mission: To help educate students at the University of Saskatchewan about the institution and how it runs so they may become more active and engaged in the campus community. I am proposing to do this by making information about the university and how it works easily available to students on our website. Part of this venture also includes making the rather long, tedious and dull information about university governance fun and palatable so that students will enjoy learning about the U of S.

### **D. Key Considerations**

D.1. Detailed Budget: Poster for video: \$10 (in house cost at XL Print and Design)

D.2. Total Budget: \$10

D.3. Organizational Requirements: organize USSU exec, Pmac and Olivia for a video shoot (it has been booked into iCal for August 29<sup>th</sup> starting at 1:30 PM)

D.4. Timeline: Late June/Early July -script finished, early August- organize props and other materials needed, August 29- video shoot, Late August- put up the glorious new YouTube video on our website to attract hundreds and thousands and MILLIONS of people.

## **Executive Project Proposal**

## **I. Project #2**

A.1. Project Name: Tutor Registry and Exam File Promo Campaign

A.2. Proposed by: VP Academic

## **II. Analysis**

A. Background Information and Need

A.1. History: The tutor registry and the exam file have been long-standing yet under utilized services offered by the USSU.

A.2. Issues: the vast student population here at the U of S does not use these valuable services as much as it could. This under usage may be due to the lack of knowledge about these services.

A.3. Research: Checking into improvements that can be made to the tutor registry itself as well as looking into new places to advertise these services beyond our USSU buzz boards and plasmas.

## **B. Target Group and Characteristics**

B.1. Primary Target: U of S students

B.2. Secondary Target (s): the campus community at large

## **C. Vision and Mission**

C.1. Vision & Mission: To raise both awareness and use of these services (the exam file, tutor registry) so that they will benefit the students who use them and also cause more students to be interested in supporting them (e.g. donating exams, signing up to be a tutor). Through this initiative I hope to create a more mutually beneficial relationship between U of S students and the USSU.

## **D. Key Considerations**

D.1. Detailed Budget: Posters for USSU Buzz Boards + 15 extra- \$15 (in house cost at XL Print and Design), One large poster for the Arts Tunnel- \$32, USSU plasma screens-free

D.2. Total Budget: \$47

D.3. Organizational Requirements: put in comm request to Olivia that includes all necessary information and ideas for the theme of the campaign. Talk to IT about specific improvements to the tutor registry and have said changes implemented.

D.4. Timeline: Have IT work on improvements to the tutor registry throughout the summer months and have them ready for the promo campaign that will take place Sept19-Oct7.

# Executive Committee

Minutes for Monday July 11, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Caroline Cottrell  
Regrets: Kelsey Topola

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1. **Call to Order**

The meeting was called to order at 2:05 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Executive meeting
- Meeting with Joel Schindel
- Bylaw Meeting with Executive Committee
- Strategic Plan Meeting
- uCommute Orientation training
- Parliamentary Training (two days)
- USSU Golf Tournament

VP Topola

- Attending Executive Committee meeting
- Studying NAP
- Participated in USSU Bylaw teardown and build up
- Photo shoot to advertise the AAO in the Survival Guide
- Met with Executive to share personal plans for portfolios for the year
- Handled academic grievances
- Attended orientation session for uCommute program
- Participated in USSU Golf Tournament
- Sent new plasma points and blog to Jason Ventnor
- Attended non-academic disciplinary committee meeting
- Submitted work orders for Governance is Fun! Video shoot and tutor registry/exam file promo campaign
- Wrote script for Governance is Fun! YouTube video

VP Nystuen

- Prepare for Executive meeting
- Executive meeting
- Talk to campus clubs

- Handle club ratifications
- Bylaw overhaul meeting
- Wrote my Action Plan for the term
- LB5Q Insurance meeting
- Meeting with USSU banking representatives
- Executive yearly action plan meeting
- Received orientation for uCommute program trial
- Completed National Parliamentarian course online
- Place Riel Site meeting
- USSU Golf Tournament
- Prepare and evaluate incoming group ratification applications
- Communicate and provide clubs with ratification information
- Review Executive proposed Bylaw changes

#### VP Ferwerda

- Executive Meeting
- Meeting with Rebecca about CarShare
- Executive Bylaw meeting
- Strategic Orientation with Boschman
- Golf tournament
- Meeting with Don Story about bylaw and start plan
- Transit meeting with executive
- Drafting of a letter to the public and mayor Atchinson
- Habitat for Humanity

#### GM Cottrell

- Executive Meeting

#### 4. **Business**

##### 4.1 Ad Policy

Not yet finished but will be soon.

##### 4.2 Club Ratifications

**Moved to ratify the following groups:**

- 1. Ore Gangue Students' Society**
- 2. AIESEC Saskatoon**
- 3. Western Canadian Veterinary Students' Association**
- 4. Campus for Christ**
- 5. Muslim Students' Association**

**EXECMotion018:** VP Nystuen/President Hitchings

Carried

#### 4.3 Table Rental Policy

**Move to change the following to the Table Rental Policy:**

- 1. In the Preamble – it should say that there are 14 spaces available for rent.**
- 2. In the Policy Details – in point #2 change to “power is available throughout the display space”.**

**EXECMotion019:** VP Nystuen/VP Ferwerda

Carried

#### 4.4 Habitat for Humanity

Change of location. USSU group will be working on the house in Hampton Village for the day.

#### 4.5 Welcome Week

Jason Ventnor would like the Executive to put their class schedules into iCal so he can make a Welcome Week agenda.

#### 4.6 Instagram

iPhone application for picture sharing. Makes picture sharing easier.

**Move to put Instagram on the iPhones of the Executive.**

**EXECMotion020:** VP Nystuen/President Hitchings

Carried

#### 4.7 Eco City World Summit

VP Ferwerda would like to attend the week long conference in Montreal. Decision will be postponed until all Executive are present.

#### 4.8 Parliamentary Training

All Executive have finished their modules and training. Test will be held in August.

### 5. **Adjournment**

The meeting was adjourned at 2:35 p.m.

# Executive Committee

## Minutes for Monday July 25, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Caroline Cottrell, Kelsey Topola

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### 1. **Call to Order**

The meeting was called to order at 9 a.m.

### 2. **Quorum**

Quorum was present.

### 3. **Roundtable**

President Hitchings

- Reviewed Pride Centre Coordinator applicants documents
- Interviewed Pride Centre Coordinator applicants
- Occupational Health & Safety Meeting
- Board of Governor's Meetings
- Meeting with Arts & Science re: Registration
- Meeting with USC Chair Pro-Tem Candidate

VP Topola

- Vacation

VP Nystuen

- Vacation

VP Ferwerda

- Vacation day

GM Cottrell

- Executive Meeting

### 4. **Business**

#### 4.1 Out Reach

Executive needs to come up with a plan.

*Comment Couch* – Executive will discuss ideas. Problem with this out reach program is the moving of furniture around campus. Jason Ventnor will need to know dates for when each Executive member will be talking to students on the Comment Couch and space will be booked in advance.

Twice a month for a duration of three hours, one Exec member will be at

the Comment Couch. GM Cottrell suggests the Executive do a walkabout through the various colleges scouting out possible spots.

#### 4.2 Advertising Policy

Not updated yet.

#### 4.3 Governance Video

VP Topola discussed the idea to have Batman make an appearance in her Governance video with President Mckinnon.

#### 4.4 Transit

VP Nystuen mentioned that a letter had been sent to the StarPhoenix and the Mayor, though it was not published in the newspaper. Letters to City Councilors are in the works. There is a lunch meeting on Thursday, July 28<sup>th</sup> at Louis' with two councilors. Executive plans to talk about transit and other issues, such as:

- Granny suites – housing
- College Drive streetscape
- Bike lanes to and from campus

There is also a special Transit meeting that VP Nystuen will be attending on either August 15 or 16.

#### 4.5 Executive at Reception

GM Cottrell would like to see the Executive taking some shifts down at reception, especially during UPASS time.

#### 4.6 Pride Centre Coordinator

New Pride Centre Coordinator was hired – Keegan Epp.

#### 4.7 Ratifications

**Move to ratify the following:**

**1. Education Students' Society**

**2. Saskatchewan Pharmacy and Nutrition Students' Society**

**EXECMotion021: VP Nystuen/VP Ferwerda**

**Carried**

#### 4.8 Eco City Conference

**Move proposed by VP Ferwerda to send himself to the Eco City Conference in Montreal.**

**EXECMotion022: VP Ferwerda**

**Defeated**

Executive would like to see VP Ferwerda attend the Student Care Conference instead.

4.9 Meeting with the University of Regina Students' Union  
Executive will be meeting with the URSU on August 4, 2011.

5. **Adjournment**

The meeting was adjourned at 10 a.m.

# Executive Committee

Minutes for Monday July 28, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:40 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Non-Academic Disciplinary Committee

VP Topola requested a meeting because she received a phone call from the University Secretary's Office about appointing an Executive member to sit on a Non-Academic Disciplinary Committee. Normally the student representative would be a student Senator but the only currently elected one, Leon Thompson, is in Ottawa. VP Nystuen offered to this since he was a Senator last year.

**Move to appoint VP Nystuen as the student representative to a non-academic disciplinary hearing to be held on August 19, 2011.**

**EXECMotion023:** VP Topola/VP Ferwerda

Carried

5. **Adjournment**

Meeting was adjourned at 2:45 p.m.

# Executive Committee

Minutes for Monday August 3, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:00 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Meeting with Beth McConnell & TD Bank
- Bylaws Review
- Meeting with Communications & Services Manager Jason Ventnor
- Staff Meeting
- Meeting with USC Chair Pro-Tem Candidate
- Meeting with City Councilors
- Wrote blog

VP Ferwerda

- Executive meeting
- Smoking committee meeting
- Staff meeting
- Met with City Councilors

VP Nystuen

- Executive meeting
- Catch up on emails, phone calls and financial paper work from last week since on vacation
- Continued to work on Bylaw changes
- Wrote blog
- Monthly staff meeting
- General finance duties (signing of cheques, approving costs)
- Keeping up to date with transit developments (strike, proposed cuts)
- Meeting with City Councilors Charlie Clark and Mairin Loewen
- Volunteered at USSU Help Centre

VP Topola

- Executive meeting
- Studied NAP materials
- Had lunch with City Councilors Mairin Loewen and Charlie Clark
- Watered flowers
- Handled academic grievances
- Worked on new events for Be Book Smart Campaign.

#### 4. **Business**

##### 4.1 Advertising Policy

GM Cottrell has sent it out to the Executive for approval.

**Move to approve the Advertising Policy.**

**EXECMotion024:** President Hitchings/VP Topola Carried

##### 4.2 Key Policy

**Move to make two more master keys and give them to two senior managers, making the total number of master keys five.**

**EXECMotion025:** VP Topola/VP Ferwerda Carried

##### 4.3 Office Meeting Room

**Move to approve the following changes for meeting rooms:  
Council Chambers**

1. **Can be rented out to Campus groups/staff for \$20/hour**
2. **Can be rented out to the general public for \$40/hour**

**Room 103 MUB**

1. **Restricted catering to Louis' and Browsers**

**EXECMotion026:** VP Ferwerda/VP Topola Carried

##### 4.4 Event Planning Policy

VP Ferwerda wrote a new policy for Event Planning and how USSU events will be tracked and assessed. Executive will review the new policy.

##### 4.5 Bike Sale

There is an unknown status on the bike sale and date it will be held; work in progress.

##### 4.6 Ratifications

**Move to ratify the following:**

1. **SIFE – Students in Free Enterprise**

**EXECMotion027:** VP Nystuen/VP Topola Carried

#### 4.7 Aboriginal Students' Centre

Centre is looking for sponsorship for their welcome week.

#### 4.8 Take Care Board

VP Nystuen will be on the Board.

#### 4.9 Housing Partnership with Seniors

Don Harris contacted GM Cottrell about a possible partnership with the USSU. Basic idea is that seniors give students a discounted rent in exchange for light housekeeping, yard work, ect. Executive will look into the possibility of a partnership.

#### 4.10 Kick the KD

James Pepler emailed VP Topola about a cooking program and a possible partnership with the USSU. Pepler would like to make a cooking program for students to teach how to make healthier meal choices. He is currently looking for space to host the program. Pilot program will take 15 students for a 10 week course.

#### 4.11 Amira Hass Event

Executive would like to be involved in event. More details will be obtained.

#### 4.12 Meeting with City Councilor

City Councilor, Tiffany Paulson, would like to meet with the Executive since she was unable to attend the lunch. Executive would like to also get Darren Hill to join in the lunch. Possible date in late August.

#### 4.13 Be Book Smart

VP Topola will be handing out information to students lined up in the UPASS line.

#### 4.14 NAP

Executive will have to set up a test date. Brent Toma will be the supervisor.

#### 4.15 United Way

James Pepler would like to know if the Executive is interested in attending the United Way black tie event. Tickets are approximately \$150 each.

## **5. Adjournment**

Meeting was adjourned at 10:30 a.m.

# Executive Committee

Minutes for Monday August 8, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:00 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- EDO
- Executive meeting
- Place Riel Site committee meeting
- Meeting with exec re: lobbying
- Meeting with University of Regina Students' Union President Kent Peterson
- Bylaws meeting
- Volunteered at Women's Centre
- Meeting

VP Ferwerda

- Bylaws meeting with Executive
- Cycling Club meeting
- Meeting with office of sustainability
- Meeting with FMD
- Phone interview
- Policy revision
- Meeting with URSU

VP Nystuen

- Saskatchewan Day Stat holiday
- Helped campus groups through the insurance process
- Executive meeting
- Meeting with James Pepler
- Read Standard of Student Conduct
- Place Riel Site meeting
- Preparation for Exec meeting with URSU president Kent Peterson

- Meeting with the URSU president Kent Peterson
- Some TLC for flowers on Louis' deck
- Communication with clubs re: ratifications, funding requests, new campus club space
- Volunteered at Help Centre

#### VP Topola

- Attended Executive Committee meeting
- Studied NAP material
- Planned out Be Book Smart event – textbook presentation, twitter town hall
- Watered flowers
- Met with Mark Jagoe re: Be Book Smart presentation
- Wrote executive blog and plasma points
- Met with URSU President
- Got acquainted with the new Pride Centre Coordinator, Keegan Epp
- Planted USSU trees with the rest of the executive

## 4. **Business**

### 4.1 Campus Club Space

This space will be opening for general use on September 5<sup>th</sup>. VP Nystuen reported that some groups have asked if there will be private space available. This is not the case; however, we will allow booking of the space from 8:30 to 12:30 in one-hour allotments and see how this goes. Desiree Moody will take the bookings. We will also examine mechanisms for allowing weekend opening perhaps via keypad entry.

### 4.2 Trust Account

In about 2000 the JUEN trust fund was established and intended to payout interest to be given each year to the President. This has not been paid for the past couple of years, in large party because the interest is so small. The Credit Union is now saying it will suspend the account and so we need to transfer the capital into a term deposit.

**Move to give Amanda Mitchell authority over the JUEN Trust Fund account.**

**EXECMotion028:** VP Nystuen/VP Ferwerda Carried

### 4.3 Amira Hass

The USSU has been asked for assistance to bring the Jewish reporter Amira Hass to campus. See attached email.

**Move to provide advertising, space booking and coffee for event.**

**EXECMotion029:** VP Ferwerda/VP Topola Carried

4.4 Club Ratifications

**Move to ratify Catholic Christian Outreach.**

**EXECMotion030:** VP Nystuen/President Hitchings

Carried

4.5 Event Policy Proposal

**Move to adopt Event Policy proposal (see attached policy).**

**EXECMotion031:** VP Ferwerda/President Hitchings

Carried

5. **Adjournment**

Meeting was adjourned at 10:00 a.m.



**Event Continuity Policy**

## **1. Preamble**

The University of Saskatchewan Students' Union is a non-profit organization that represents all undergraduate students at the University of Saskatchewan. Outreach to the USSU's beneficiaries is an integral part of union. As such, events are a direct and effective means towards this end. To better serve undergraduate students and to effectively utilize the USSU's resources events are to be tracked, assessed, and discussed amongst those directly involved in each USSU event.

## **2. Purpose**

Tracking and assessing the successes and failures of USSU events is a necessity. Continuity in the USSU's executive is quite difficult because of one-year terms. Also, the terms of our Centre coordinators are only one year. This policy seeks to bridge this gap while allowing for a more smooth transition of new executive members and center coordinators. If USSU events are to be a success, and continue to get better, there must be continuity regardless of executive or coordinator turnover.

## **3. Guidelines**

### **3.01**

Following each event, those directly involved in leading it shall meet within a timely manner.

### **3.02**

The meeting shall consist of a brief discussion about what each leader thought of the event and their opinion of the effectiveness of said event.

### **3.03**

The leaders directly involved in the planning and execution of said event shall then complete the internal event assessment form.

### **3.04**

Lastly, designated volunteers or leaders of the event shall distribute and collect external event assessment forms.

### **3.05**

Upon completion both the external and internal assessment forms they must be submitted into the shared event folder on the USSU server.

**From:** JoAnn Jaffe <[joann.jaffe@uregina.ca](mailto:joann.jaffe@uregina.ca)>

**Date:** July 27, 2011 12:32:26 AM CST

**To:** [caroline.cottrell@usask.ca](mailto:caroline.cottrell@usask.ca)  
**Subject:** Help bringing in Amira Haas

Dear Caroline,

I was given your name by Len Findlay who thought you might be able to facilitate contact with the USSU. I'm a member of FRAP (the Fellowship for Reconciliation and Peace, a Jewish/Muslim dialogue group here in Saskatoon) and we have managed to get in on Amira Hass' cross-Canada speaking tour in the Fall that is sponsored by Canadians for Justice and Peace in the Middle East (CJPME). Amira Hass is a reporter for Ha'aretz ([www.haaretz.com](http://www.haaretz.com)) and is the only Jewish Israeli reporter living in the West Bank, where she moved 14 years ago after having lived in Gaza for the 4 previous years. She recently appeared on CBC's "The Sunday Edition" ([www.cbc.ca/thesundayedition/shows/2011/06/19/amira-hass---geraldine-brooks---abstract-art/](http://www.cbc.ca/thesundayedition/shows/2011/06/19/amira-hass---geraldine-brooks---abstract-art/)) and you can also see her on websites such as [www.democracynow.org/2009/10/21/israeli\\_journalist\\_amira\\_hass#](http://www.democracynow.org/2009/10/21/israeli_journalist_amira_hass#), if you are interested in getting a preview of her perspective. Her Saskatoon presentation is scheduled for the evening of October 1. We hope to find a venue for her talk at the university.

To quote from Wikipedia:

Amira Hass (Hebrew: עמירה חס, born July 28, 1956) is a prominent left-wing Israeli journalist and author, mostly known for her columns in the daily newspaper Ha'aretz. She is particularly recognized for her reporting on Palestinian affairs in the West Bank and Gaza, where she has also lived for a number of years.

The daughter of two Holocaust survivors (Bergen-Belsen concentration camp), Hass was born in Jerusalem, and was educated at the Hebrew University of Jerusalem, where she studied the history of Nazism and the European Left's relation to the Holocaust. Early in her career, she traveled widely and worked in several different jobs. Frustrated by the events of the First Intifada, she began her journalistic career in 1989 as a staff editor for Ha'aretz and started to report from the Palestinian Territories in 1991. As of 2003, she is the only Jewish Israeli journalist who has lived full-time among the Palestinians, in Gaza from 1993 and in Ramallah from 1997.

Hass was the recipient of the Press Freedom Hero award from the International Press Institute in 2000, the Bruno Kreisky Human Rights Award in 2002, the UNESCO/Guillermo Cano World Press Freedom Prize in 2003, the inaugural award from the Anna Lindh Memorial Fund in 2004 and Hrant Dink Memorial Award in 2009.

Her reporting is generally sympathetic to the Palestinian point of view and critical of Israeli government policy towards the Palestinians. During the years of the Al-Aqsa Intifada, however, Hass published several highly critical articles about the chaos and disorder caused by militias associated with the Fatah party of Yasser Arafat and the bloody war between Palestinian factions in Nablus.

Her reportage of events, and her voicing of opinions that run counter to both official Israeli and Palestinian positions has exposed Hass to verbal attacks, and opposition from both the Israeli and Palestinian authorities.

FRAP is hoping that the USSU will support or co-sponsor her visit with us. We will be also asking some other organizations and departments at the university to support or co-sponsor, as well (and maybe you could help us identify some others that might be interested). This could mean helping us to reserve the room at the U of S, helping with publicity, selling tickets, lending a hand the night of the event, helping out with a donation so that we can offset some of the cost, or doing some other needed tasks. If you have any questions or need more information, just let me know.

Peace,  
JoAnn Jaffe

652-6309

JoAnn Jaffe, Ph. D.  
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# Executive Committee

## Minutes for Friday August 12 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola,  
Caroline Cottrell

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### 1. **Call to Order**

The meeting was called to order at 4:00 p.m.

### 2. **Quorum**

Quorum was present.

### 3. **Roundtable**

### 4. **Business**

#### 4.1 Ratifications

**Move to Ratify the following Campus Clubs:**

- 1. The Campus Greens Club**
- 2. Western Veterinary Students' Association**
- 3. Golden Key International**

**EXECMotion032:** VP Nystuen/VP Topola

Carried

#### 4.2 ACUI Women's Leadership Institute 2011

**Move to send VP Topola to the ACUI Women's Leadership Conference (proposal attached).**

**EXECMotion033:** VP Topola

Denied

#### 4.3 Be Book Smart

**Move accept project proposal for Be Book Smart (see attached).**

**EXECMotion034:** VP Topola/President Hitchings

Carried

### 5. **Adjournment**

Meeting was adjourned at 4:15 p.m.

# Executive Conference Proposal

## I. Conference

- A.1. Conference Name: ACUI Women's Leadership Institute 2011
- A.2. Date: November 29- December 2, 2011
- A.3. Attended by: VP Academic Affairs, Kelsey Topola

## II. Overview

### A. Conference Information

- A.1. This conference has been running for six years and in the past has been so successful that it has been expanded to include this additional conference on the west coast. The conference website states that it is “part of a special program for women seeking to become leaders in education administration and student affairs.... Through presentations, small-group exercises, and discussion, you will gain a practical understanding of what it takes to be a leader on a college or university campus—both the challenges and the rewards. Examine the unique roles, skills, and relationships needed to lead as higher education faces and deals with the most challenging period in 50 years....The program is designed for women who aspire to become senior leaders in higher education. Current responsibilities should include administrative functions that regularly require decision making that affects departmental operations and involves other important relationships on campus.”

This conference would be beneficial to me to attend for multiple reasons. Firstly I am part of the target group of this conference. My work involves dealing with many different types of people around campus. Not only do I deal with students and professors but I am also heavily involved in many aspects of the university's administration from serving on high-level appeal and hearing boards, to multiple committees, including hiring and review committees where the changing role of women in academia and education administration is often a pertinent topic. This conference states one of its learning outcomes to be “a special opportunity to learn, not just about leadership skills, but about how other parts of the campus function, what their priorities and challenges are, and how to bridge the communication gap that may exist when we try to work across ‘cultures.’” This outcome would be greatly beneficial to someone like myself who routinely works “across cultures” on campus and whose portfolio demands a thorough knowledge of the inner workings of campus and understanding their priorities. This conference will also uniquely provide an opportunity to work in groups with women from across the lifespan of knowledge - from very senior to very junior people- to gain multiple perspectives on leadership as a woman.

A.2. Conference budget:

Hotel: \$795

Flight: \$580

Per Diem: \$325

Taxi/Shuttle: \$100

Conference: \$775 (if registered before Oct.12, 2011)

Total: \$2,575

## **Executive Project Proposal**

### **I. Project #3**

- A.1. Project Name: Be Book Smart 2011
- A.2. Proposed by: VP Academic Affairs

### **II. Analysis**

#### **A. Background Information and Need**

- A.1. History: Be Book smart is an annual event began by former VP Academic Brea Lowenberger in 2009. Since then the campaign has existed to inform students about savvy ways in which they can pay less for their textbooks.
- A.2. Issues: The price of textbooks and other academic materials.
- A.3. Research: I have been researching the textbook market in Canada, putting together what constitutes the price of a textbook. Also I have been expanding on things I have learned sitting on the university's Copyright Advisory Committee by exploring things such the move of academic literature from print to digital mediums and how this affects students.

#### **B. Target Group and Characteristics**

- B.1. Primary Target: Undergraduate Students
- B.2. Secondary Target (s): The University Community at large

#### **C. Vision and Mission**

- C.1. Vision & Mission: To raise awareness about what makes up the price of a textbook, the changes in the academic literature market and what they mean and how students can most wisely spend their money on academic materials.

#### **D. Key Considerations**

- D.1. Detailed Budget: Posters to promote Be Book smart on USSU Buzz Boards + 15 extra- \$15 (in house cost at XL Print and Design), Be Book Smart book marks (500)- \$50 (in house cost at XL print and design) Promos on the USSU Plasma Screens- free, prizes- kindle \$114-139, U of S bookstore gift cards \$100 (tentative).
- D.2. Total Budget: \$379-403

D.3. Organizational Requirements: this year the Be Book Smart Campaign will consist of 2 events: A Twitter town hall discussion on the price of textbooks and their impact on students (September 7, 2011) and a presentation in Browsers on textbooks, why they cost so much, changes in the market brought on by technology and what the U of S Bookstore in particular is doing to ease the cost and provide better services to students (September 8, 2011). The town hall require little organization beyond advertising and me allotting time to sit at my computer and respond to tweets, the presentation is almost fully organized with space and equipment already booked in browsers as well as a guest speaker lined up to participate. Prizes are also being organized for a draw at the textbook presentation.

D.4. Timeline: September 7, 1:30-3:30 pm: Twitter town hall on the price of textbooks  
September 8, 1-3pm: Presentation in Browsers re: textbooks, followed by a Q & A session.

# Executive Committee

Minutes for Wednesday August 24 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Jason Ventnor

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1. **Call to Order**

The meeting was called to order at 2:00 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Vacation
- Place Riel Grand Opening
- Executive meeting
- Meeting with ISC President re:Take a Stand Campaign

VP Topola

- Studied NAP
- Watered flowers at Louis'
- Met with Kick the KD coordinator
- Contacted College of Pharmacy and Nutrition re: Kick the KD
- Handled academic grievance
- Prepared for place riel grand opening
- Worked on organization of Be Book Smart
- Appeared in Alex Werenka's Mental Health Awareness video
- Worked on getting more Twitter followers & tweeting more
- Organized fall schedule

VP Nystuen

- Meeting with Cheryl Sedgewick from University space planning
- Sick day
- Attended City of Saskatoon service review re: transit cuts
- Louis'/Browsers planning meeting
- Place Riel tour walkthrough
- Place Riel site meeting
- Place Riel grand opening
- Student Representative on Non-Academic disciplinary hearing
- Review USSU Childcare contract

VP Ferwerda

- Executive meeting
- Meeting with Kick the KD
- Dry Run for the Tour
- Hike, Bike and Roll meeting
- Met with the office of sustainability

4. **Business**

4.1 Ratifications

**Move to Ratify the following Campus Clubs:**

1. **CUPC 2011**
2. **Oxfam**
3. **Kin Club**
4. **Pandora Women's Ultimate Club**
5. **University of Saskatchewan Debate Society**

**EXECMotion035: VP Nystuen/President Hitchings**

Carried

4.2 Bike Sale

**Move post a Bike Sale ad on the plasmas.**

**EXECMotion036: VP Ferwerda/President Hitchings**

Carried

4.3 Campus Career and Live Expo

Executive will be involved in the Live Expo on September 1. A table will be set up.

4.4 Campus Group Policy

VP Nystuen has made changes to the Campus Group Policy and has been sent to Executive to approve.

4.5 Report from City Council meeting

VP Nystuen attended the City budget cut meeting last week. Transit was an important topic at the meeting, but no cuts or resolutions were made. City Council and Transit will meet at a later date.

4.6 Advertisement for Hike, Bike & Roll

VP Ferwerda would like the Executive and President MacKinnon to be involved in the Hike, Bike & Roll campaign. Pictures will be taken of the Executive and the President wearing bike helmets. Executive have agreed to be involved.

#### 4.7 Amira Hass

USSU will be a sponsor for the Amira Hass event.

#### 4.8 Ultimate Frisbee for Cambodia Ads

A group who are hosting an ultimate Frisbee tournament to raise money for people in Cambodia, contacted President Hitchings. Group would like USSU to sponsor the tournament with plasma and buzz board ads.

**Move to post plasma and buzz board ads for the ultimate Frisbee tournament to raise money for people in Cambodia.**

**EXECMotion037:** President Hitchings/VP Topola Carried

#### 4.9 Bike Tool Stand

VP Ferwerda reported that there is a good chance of a partnership between the USSU, ASSU and the Department of Sustainability for the bike tool stand. The partnership means a lower cost for the tool stand.

#### 4.10 Campus Club Week Proposal

**Move to grant VP Nystuen \$50 for the Campus Club week posters and a table rental.**

**EXECMotion038:** VP Nystuen/VP Topola Carried

#### 4.11 "Don't be That Guy" Campaign

President Hitchings was contacted about a possible partnership with Saskatoon Sexual Health and Saskatoon Police for a sexual assault campaign titled "Don't be That Guy". Possibility of posting posters in Louis', as most sexual assaults happen outside of bars and nightclubs; will ask Jason Kovitch for approval.

**Move to allow the sexual assault campaign to be shown on the plasmas and buzz boards.**

**EXECMotion039:** President Hitchings/VP Topola Carried

#### 4.12 Survival Kits

VP Ferwerda would like five survival kits so the contents can be given to students who are in need of specific necessities.

**Move to allocate five survival kits to VP Ferwerda and his down and out student plan.**

**EXECMotion040:** VP Ferwerda/President Hitchings

### 5. **Adjournment**

Meeting was adjourned at 2:40 p.m.

# Executive Committee

Minutes for Tuesday August 30 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 10:00 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Meeting with NDP Member of Parliament, Rathika Sitsabaisan re: Post-Secondary Education
- Meeting with Jason Ventnor re: Live Expo
- Studied for NAP test
- Executive meeting

VP Topola

- EDO
- Sick day
- Attended Executive Committee meeting
- Studied NAP material
- Wrote plasma points and blog
- Wrote up Be Book Smart material for the USSU website
- Started advertising for Be Book Smart
- Bought prizes for Be Book Smart
- Worked on presentation for Be Book Smart events
- Wrote first University affairs blog
- Attended a Form C appeal meeting
- Wrote an article for the Sheaf
- Worked on Governance is Fun video props
- Worked on Oxford UP textbook consultation
- Wrote daily tweet

VP Nystuen

- Studied for NAP test
- Wrote and passed NAP test

- Meeting with USSU Childcare centre bargaining team re: upcoming contract negotiations
- Meeting with NDP Rathika Sitsabaiesan, post secondary education critic
- Executive meeting
- Communicating with campus groups about ratification, funding, table rentals and advertising around campus

VP Ferwerda

- Executive meeting
- Take a Stand meeting
- Met with MP Sitsabaiesan
- Met with Rita Mireles
- Met with Classic chair
- NAP study time with executive x2
- Passed the NAP test

#### 4. **Business**

##### 4.1 Ratifications

**Move to Ratify the following Campus Clubs:**

- 1. Saskatchewan Dental Students Society**
- 2. Students for Life**

**EXECMotion041:** VP Nystuen/VP Topola

Carried

##### 4.2 Campus Group Policy

VP Nystuen is still working on the adjustments.

##### 4.3 Christmas Cards

GM Cottrell asked the Executive to make a decision for the USSU Christmas cards; electronic, paper or both. Executive has decided to send out an electronic Christmas card, but some paper cards will be sent out as well.

##### 4.4 Posters for Voting

**Move to grant \$50 to print posters for voting awareness.**

**EXECMotion042:** President Hitchings/VP Nystuen

Carried

##### 4.5 Royal West

Royal West would like the USSU to provide a door prize for their orientation.

**Move to contribute four \$25 USSU gift cards to Royal West's student orientation.**

**EXECMotion043:** VP Nystuen/VP Topola Carried

4.6 Batman

VP Topola has talked to the gentleman who dresses up as Batman, and he is available to be in her video.

**Move to hire Batman at \$50 for the afternoon of September 12, 2011.**

**EXECMotion044:** VP Topola/President Hitchings Carried

4.7 Bike Tool Stand

VP Ferwerda is still sorting out the details of the Bike Tool Stand.

4.8 Bike Sale

Bike Sale is scheduled for September 6-8.

**Move to give \$10 for the creation of Bike Sale posters.**

**EXECMotion045:** VP Ferwerda/President Hitchings Carried

5. **Adjournment**

Meeting was adjourned at 10:40 a.m.

# Executive Committee

Minutes for Wednesday August 31 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 11:00 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Bike Tool Stand Proposal

**Move to accept the Bike Tool Stand proposal (see attached).**

**EXECMotion046:** VP Ferwerda/President Hitchings

Carried

5. **Adjournment**

Meeting was adjourned at 11:10 a.m.

## Executive Project Proposal

### I.

A.1. Project Name: Bike Tool Repair Stand

A.2. Proposed by: Alex Ferwerda

### II. Analysis

#### A. Background Information and Need

- a. The USSU has had a bike tool rental service active for three years now. This service can be accessed through the PAC. However, because of the location, advertisement is necessary to bring awareness to this service. With a bike tool repair stand, conveniently located between the Arts building and Thorvaldsen, bringing students and other commuters to this service will be more easily achieved.

A.3. Research: Anecdotal evidence from the Jonathon Monceaux from the University of Virginia suggests that this bike tool repair stand will be a success. He led the team to get this stand installed at his university; it has been quite well received and praised by commuters.

#### B. Target Group and Characteristics

B.1. Primary Target: Undergraduate Students

B.2. Secondary Target (s): All commuters on campus.

#### C. Vision and Mission

C.1. Vision & Mission:

The USSU seeks to be a leader amongst both student unions and universities in sustainability efforts. This bike repair stand would further that cause by creating a convenient method for continuing to commute sustainably.

#### D. Key Considerations

D.1. Detailed Budget: 1,868.70

D.2. Total Budget: This is subject to change. Depending on the cost of the cement pad that will be put into the ground to house the stand, there might be some money taken off of this total cost. The office of sustainability is willing to pay for half of the total if the cement pad is less than the bike tool repair stand. If the cement pad is more, then they will pay that amount.

D.4. Timeline: ASAP



# Executive Committee

Minutes for Thursday September 1, 2011

Present: Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell  
Regrets: Scott Hitchings

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1. **Call to Order**

The meeting was called to order at 11:13 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Bike Tool Stand Proposal

**Move to increase the proposed amount for the bike repair stand to \$1868.70**

**EXECMotion047: VP Ferwerda/President Hitchings** Carried

5. **Adjournment**

Meeting was adjourned at 11:10 a.m.

# Executive Committee

Minutes for Thursday September 8, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Jason Ventnor  
Regrets: Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:30 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Executive Meeting
- Lunch with City Councilor Darren Hill
- Meeting with James Pepler
- Place Riel Steering Committee meeting
- Meeting with Don Story
- Coffee meeting with college presidents
- Site Meeting
- Attended LIVE expo

VP Topola

- Attended Executive Committee Meeting
- Worked on Governance is Fun! video script and shoot with Olivia
- Had lunch with City Councilor Darren Hill
- Took bike helmet pictures for VP Ferwerda's project
- Worked on Be Book Smart events
- Met with Gord Zello re: Kick the KD
- Attended USSU staff meeting
- Volunteered at USSU Pride Centre
- Attended Orientation
- Attended LIVE Expo
- Met with Undergraduate Forum Executive
- Handled Academic Grievances
- Helped Help Centre co-ordinator prepare for LIVE Expo
- Interview with the Sheaf

VP Nystuen

- Met with City Councilor Darren Hill

- Took photos for Hike, Bike and Roll posters
- Met with James Pepler regarding club space on campus
- Prepared for Welcome Week and Orientation
- Executive meeting
- Organize, code and track Executive expenses from the summer
- Staff meeting
- Meeting with College Society presidents
- Meeting with Don Story re: Strategic Plan
- Place Riel Site meeting
- Orientation LIVE Expo
- Made presentation to ISSAC and ASC about USSU
- EDO

VP Ferwerda

- Executive meeting
- Take a Stand

#### 4. **Business**

##### 4.1 Ratifications

**Move to Ratify the following Campus Clubs:**

1. **Free Thought Alliance**
2. **ISC**
3. **Engineers Without Borders**
4. **Sask Party Youth**
5. **U of S Drama Club**
6. **Arts & Science Students' Union**
7. **Amnesty International**

**EXECMotion048:** VP Nystuen/President Hitchings

Carried

#### 5. **Adjournment**

Meeting was adjourned at 10:40 a.m.

# Executive Committee

Minutes for Monday September 12, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:13 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- MC Orientation
- Presidential Search Committee Meeting
- Welcome week
- Executive meeting
- Class

VP Topola

- Sick

VP Nystuen

- Stat holiday
- Welcome week: setting up, organizing, handing out agenda's and information in the bowl, take down.
- Class – Comm 401

VP Ferwerda

- Welcome Week – working in the bowl, setting up/taking down, handing out agendas and meeting students to promote what we do.
- Executive Meeting
- Designated parking requests
- Class
- Meeting with Randy Flemming from a non-profit organization called SEN.

4. **Business**

4.1 Ratifications

**Move to Ratify the following Campus Clubs:**

1. **Huskie Motor Sports**
2. **Agriculture Students' Association**
3. **African Students' Association**
4. **Canadian Institute for Mining, Metallurgy and Petroleum Students' Association**

**EXECMotion049:** VP Nystuen/President Hitchings

Carried

4.2 Candidates on Campus

The Executive agreed that the Saskatchewan Party can rent table space in the tunnel but cannot book space through their campus club. The other parties will also be notified that they can rent space. The intent is to ensure that no one party is favoured over another while simultaneously embracing ways for students to become politically engaged.

4.3 Queerapalooza

The event takes places at the end of September. VP Topola suggested that the USSU Executive put together a team to participate in the egg toss, milk chugging and "drag" race events. The other members of the Executive agreed with this suggestion.

4.4 Banner Stand

VP Ferwerda wants Executive sponsorship to buy a banner stand. There was some confusion about cost with and/or without the actual banner but it is clear that each banner will cost just under \$100.00. They may be reusable from year to year depending upon how well they load. Further investigation will be undertaken as will an investigation of moving the USSU's mobile plasma instead.

**Motion to defer.**

**EXECMotion050: President Hitchings/VP Ferwerda**

Carried

4.5 Strategic Plan

The Executive will report back to USC about the work they have done over the summer on the Mission, Vision and Values statements and on their Strategic Plan. Much work has been done over the summer with the assistance of Professor Don Story from Political Studies. He has suggested hiring a facilitator; however, the Executive would like to do more work on their own to see if they can accomplish their goals without the added cost of facilitation.

4.6 Nortep/Norpac

The Executive has been approached to do an outreach trip to LaRonge to visit the Nortep and Norpac – USSU Members. VPs Nystuen and

Ferwerda will go. GM Cottrell will set this up for a Tuesday night – Wednesday, preferably prior to winter.

#### 4.7 SALs

The Undergraduate Forum needs Students at Large – four or five of them. This will be included in the advertising for SALs to fill Boards.

#### 4.8 MSC Byelections

Needed: an additional Nursing MSC now that the College of Nursing is over 1000 students; ESB needs one because of the resignation of Alecia Nagy; and, Arts and Science needs two. The USSU will use these as tests of our and PAWS ability to manage MSC elections as proposed as a change to the Bylaw.

### 5. **Adjournment**

Meeting was adjourned at 10:02 a.m.

# Executive Committee

Minutes for Monday September 15, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 1:17 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Campus Groups Policy

**Move to adopt Campus Groups Policy as modified.**

**EXECMotion051:** VP Nystuen/VP Topola

Carried

4.2 Ratifications

**Move to Ratify the following Campus Clubs:**

1. **Chemical Engineering Students' Society**
2. **IEEE Student Group**
3. **Best Buddies UofS**
4. **Jewish Students' Association**
5. **Civils Club**
6. **Saskatoon Psychology Students' Society**
7. **Inter-varsity Christian Fellowship**
8. **Israel on Campus**
9. **SWITCH**
10. **Biology Club**

**EXECMotion052:** VP Nystuen/President Hitchings

Carried

Note: UofS Cheerleading Team ratification is pending permission from Richard Florizone with names and signatures of waivers.

5. **Adjournment**

Meeting was adjourned at 1:30 p.m.

# Executive Committee

Minutes for Monday September 19, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:18 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

President Hitchings

- Francis
- Lunch with U of S VP Finance & Resources, Richard Florizone
- Breakfast meeting with Peter MacKinnon & The President's Executive
- Plasma Updates
- Wrote blog
- USC
- Class
- Doctor appointment

VP Topola

- Attended Executive Committee Meeting
- Class
- Prepared for and instructed a Learning Community for the ULC
- Shot "Governance is Fun!" video
- Sat on the Executive Comment Couch
- Meeting with fellow PAL's at the ULC
- Met with ULC staff members
- Volunteered at the USSU Pride Centre
- Did interview with the CBC re: Kick the KD
- Attended ASC meeting
- Prepared RONR reference sheet for councilors
- Worked with VP Nystuen on Councilor profile package
- Interview with the Binge Drinking Prevention Committee
- Had breakfast with President MacKinnon and his executive
- Meeting with Stephan Urquart re: RSAW committee initiatives
- Attended TLCC meeting
- Attended VP Teaching and Learning search committee

- Attended USC orientation
- Met with Joel Fonstad re:AIAW
- Sent plasma point to Jason Ventnor
- Attended RSAW committee meeting

#### VP Nystuen

- Executive meeting x 2
- Filmed Governance video with President MacKinnon
- Comment Couch
- Comm 401
- Discussed with PepsiCo Campus Club ordering and product allocation
- Louis'/Browsers planning meeting
- Binge Drinking prevention interview
- Tour new residences in preparation for grand opening next week
- Breakfast with University President and Executive Committee
- USC Orientation
- Meeting with student Landon Squires about WAM student club formation
- Sort and review over a dozen student club ratifications as well as helping many students and clubs with information about ratification process
- 

#### VP Ferwerda

- Executive meeting
- Class
- Video shoot with Peter MacKinnon
- Designated parking requests
- Meeting with Wendy at parking and transportation
- Comment Couch with Executive
- ULC/ISC meet and greet
- Class
- Breakfast with U of S Executive Committee
- Council Orientation
- Tree planting
- Hike, Bike and Roll meeting
- Meeting with Stan Yu – ngosaskatoon.com

#### GM Cottrell

- Vacation until September 9<sup>th</sup>
- Executive meeting
- Phone meeting with Pepsi
- Preparing for USC Orientation

- USC Orientation
- Louis'/Browsers planning meeting
- Payroll adjustments
- Financials
- Planning for AMICCUS-C

#### 4. **Business**

##### 4.1 Ratifications

##### **Move to Ratify the following Campus Clubs:**

1. **Huskie Athletics**
2. **U of S Gamers Club**
3. **International Studies Students' Association**
4. **Chemistry Students' Association**

**EXECMotion053:** VP Nystuen/VP Ferwerda Carried

##### 4.2 College Challenge

The Executive have been asked to donate \$250.00 worth of prizes for the half time challenge at the Homecoming Huskie Football Game on September 30<sup>th</sup>.

##### **Move to donate \$250.00 worth of prizes to the Huskie Football Game.**

**EXECMotion054:** President Hitchings/VP Ferwerda Carried

##### 4.3 NGO Saskatoon.com

We have been approached by Stan Yu who has requested that we allow a link from the USSU website to a website he is developing to showcase NGOs in Saskatoon. There was discussion but no objection.

##### 4.4 Banner Stand

VP Ferwerda brought this back to the agenda since it was deferred at the last Executive meeting. Since that time the Executive has undertaken one Comment Couch session and everyone felt that using the mobile plasma was as effective as a banner stand would be. VP Ferwerda, accordingly, withdrew his request.

##### 4.5 Childcare Steering Committee

VP Nystuen raised this as an issue for consideration since President Hitchings has had meeting conflicts for the last two meetings. VP Ferwerda will take over as the committee representative with VP Nystuen as back up if necessary.

##### 4.6 Meeting with Councilor Tiffany Paulsen

VP Nystuen noted that October 3<sup>rd</sup> was possible for a lunch meeting. After that nothing is available for lunch until November 15<sup>th</sup>. October 3<sup>rd</sup> works

for three of the four Executive members so VP Nystuen will inform the Councilor.

#### 4.7 Annual Report

GM Cottrell asked if the Executive was content with the leaner version of the Annual Report as modeled for the past couple of years. Everyone indicated their assent.

#### 4.8 Council Social

The first social of the year will be held on October 6<sup>th</sup>, providing there are no conflicts with other events at Louis'.

### 5. **Adjournment**

Meeting was adjourned at 9:58 a.m.

## **Executive Summer Accountabilities**

Scott Hitchings, President

One of the my main commitments this summer was to participate in the Presidential Search Committee, which will choose the next President of the University of Saskatchewan. Though I am only a non-voting member on the Committee comprised of Faculty, Deans, and Members of the Board of Governors, the other members are sincerely interested in hearing what Students expect to see in and from their next President. As such, I have been able to contribute to the committee and will continue to represent students in this very important process until a selection is made.

With the upcoming provincial election, and as part of my responsibilities as President, I have also been trying to organize events/campaigns the USSU can run to try to get students involved in this election. One of which is a Leader's Debate that we would like to have on campus. Not all of the leaders of all the parties have yet responded affirming that they would be in attendance. But in any case, we will likely have a forum for Candidates in the riding in which the University is found as well the riding adjacent to the University. Also, we will be having an event at Louis' the night of the election.

I also have been in the process of planning a few events aimed at testing the waters for the appetite of students towards issues of social justice on campus. Many of these events will be held in collaboration with Vice-President Ferwerda, such as Green Yourself Week, which we hope to hold more than once this year; an event on World Water Day and/or an event concerning the importance of global water security and other such events directed at promoting Environmental Sustainability. I am also organizing events, which I intend to hold in collaboration with other campus groups that are directed at things like the elimination of Poverty, racism, and perhaps a screening of the "Inside Job" followed by a debate led by VP Nystuen about whether capitalism is thriving or imploding.

The other major thing taken on by the entire executive was an overhaul of the USSU Bylaw and a review of each and every one of the USSU's policies. Many of the changes are simple house-keeping measures, with the exception of a couple major changes. One which we are proposing is the elimination of the Board of College Presidents as an official body of the USSU. The logic behind this is that the Board has largely been dysfunctional for the past four years, so we are amending the Bylaw to bring it in line to our current practices. The other is a change to bring all Member of Students' Council elections under the USSU rather than the Student Societies. The thought process for this one is that USC is essentially the board of directors for the USSU, so it only makes sense that the USSU is responsible to ensure

that the members of its board of directors are elected in a manner congruent with our bylaw.

Mostly, that was my summer.

## Summer Accountabilities

Reid Nystuen, VP Operations and Finance

### **Transition**

Transitioning into my position took the better part of the first month on the job. The VP Operations and Finance position is more internally focused and it took some time to learn and get up to speed with the systems and the roles and responsibilities that this position holds. My transition involved familiarizing myself with numerous policies, the Bylaw, the Place Riel loan documents, the ISDA agreement, the USSU insurance and the budget. The transition process also involved lots of meet and greets with university staff that we will be working with through the course of our terms.

### **Bylaw Review and Restructuring**

We brought in Don Story, a political science professor with a focus on governance, to help us review our Bylaw. We discovered that there was a lot of unfinished work after the amalgamation of the former constitution and Bylaws. We embarked on the process to make significant changes to the current Bylaw. Some of the minor changes involve terminology and moving certain sections out of the Bylaw and into job descriptions or into policies. Major changes involved a restructuring our governance system and our disciplinary system. This was a large undertaking and required many lengthy meetings to scrutinize and make the changes we thought necessary.

### **Transit**

With the dissolution of the VP External position the role of meeting and dealing with Saskatoon Transit was moved to my portfolio. I met with the transit manager early in the summer to discuss the relationship our two organizations have. I have three main goals for transit that I wish to work on. They are a summer U-PASS, bus mall improvements and GPS tracking on buses, all of which I spent time on during the course of the summer. Another portion of the summer was spent lobbying against proposed transit cuts, particularly stopping bus service at 10pm. This involved attending city council meetings, giving interviews, writing letters to the mayor, city councilors and The StarPhoenix and having meetings with various city councilors to discuss these proposals.

### **Place Riel**

The Place Riel project has come to completion at the end of the summer. I was not involved during the busiest and most time consuming part of the project, but even throughout the summer this project was something that required a significant amount of my attention. Bi-weekly Site meetings as well as Financial working group meetings and Steering committee meetings were all regular occurrences on my schedule.

### **Campus Clubs**

Ratifying and liaising with campus clubs is a large part of my external duties. Although the summer is quieter than the regular school year in this regard this still was something I spent a noteworthy amount of time on. As September approached this portion of my workload got busier. During the summer when it was lighter I used this time to improve some of the internal systems for club ratification and processing, as well as made some changes to the Campus Groups Policy and increased financial accountability for clubs receiving funding from the USSU.

## Summer Accountabilities

Kelsey Topola, VP academic Affairs

### **Event Planning**

Last year a big part of the work I did that directly affected or involved students was putting on events. I believe that events are an important way in which the USSU, and more specifically the executive of the USSU, interact with its members. Events not only show students something that the USSU is doing for them but it also gives them insight into the different kinds of things we do for students on a day-to-day basis. I tried to re-vamp existing events as much as possible and make them fun and accessible to students. Sometimes my new strategies worked successfully and sometimes not. This year I'm using those experiences to make my events this year even better. This year the events that I plan on putting on are: the Be Book Smart Campaign, Academic Integrity Awareness Week and the Experience in Excellence Awards. I spent a great deal of time this summer organizing things like dates, tables in the tunnel (and other places on campus) and things of that nature as well as planning the specifics of each event. I also worked on expanding the reach of these events by finding partners to help out and cross promote my events with. These partners include the University Learning Centre and the University Bookstore.

### **Website Updates**

I spent a lot of time this summer adding additional information to the USSU website. Specifically I added a new section about academic grievances including a FAQ page to provide students with an easy reference for any simple academic grievance problems they may have. I took on this project because it helped me work toward two goals I have for myself for the year: informing students about their university and how it works as well as empowering students to tackle things like problems with their professors head on.

### **University Affairs Blog**

I spend a lot of my time attending meeting for a multitude of university committees that deal with many important matters the university faces. One such example is the Copyright Advisory Committee, which earlier this summer voted to move away from the Access Copyright. Since I am in the midst of these things I decided to start a blog about the important decisions and discussions that go on at these meetings and how they affect students. My hope is that having easy access to this kind of information will get students more interested and involved in the university community.

## **NAP Study**

I spent a lot of time over the summer studying for the second level of certification from the National Association of Parliamentarians. Last year I completed the first level of certification and I found the information I learned very useful in running my Academic Affairs Board as well as participating in USC. My study this summer has helped me in various endeavors from reviewing and restructuring our USSU Bylaws to working to formulate new policies of my own regarding matters such as the powers of the Confidential Student Support Officer (CSSO).

## **Work for the AAB**

Also building upon my experience from last year I spent some time this summer thinking of new ways to engage my Academic affairs Board. Last year said board was extremely productive and hard working and this year I hope to accomplish things such as creation of new policies including expanding the power of the CSSO and reviewing new guidelines for grading appeals.

## Summer Accountabilities

Alex Ferwerda, VP Student Affairs

Hello all,

During the summer there were a number of different aspects of the job that took up much of my time. These included meetings, phone calls, emails, research and studying. However, although they are important to a job well done, they are merely the steps necessary to the ends I have achieved and wish to accomplish. The bike tool repair stand that was recently passed through the executive was one of these initiatives, and was quite a long and arduous process. Going through the steps to get this capital expenditure seen through has given me a better understanding of how facilities management works and helped foster a solid relationship with the office of sustainability, who contributed the money to pay for the concrete pad the bike stand will sit on. These connections are critical in future events and proposals that will arise throughout the year.

One of the second major endeavors I embarked on this summer was going over the bylaws with the executive. When I was initially elected I had mentioned to Caroline that I took a class called "Governance of Non-profits Organizations" by political studies professor Don Story and that it might be beneficial to the union to set up some meetings with him. Caroline then set up these meetings in which professor Story helped us in the process of cutting out of the bylaws what isn't necessary and adding to them what will help our organization be better governed. It wasn't always exciting, but some of the changes I feel will help reflect the changing nature of student life on campus and the union itself.

Thirdly, this summer I have spend plenty of time preparing for the events that the USSU will put on this year such as: Hike, Bike and Roll (which is on this week), Comment Couch, Take a Stand Campaign, the White Ribbon campaign, Green Yourself Week and other social justice orientated initiatives. Planning for these events can be quite trying at times, as it can be difficult to coordinate with individuals from different parts of Canada, the city of Saskatoon, the university and the union. It should also be noted that the executive has a new policy that is available online called the "Event Continuity Policy". It is something that I wrote because ensuring that events are successful or even necessary is difficult to assess because the turnover rate of the executive is almost yearly. Events cost money and take up plenty of time for the executive and if they are put on simply because they have been in the past--then something is missing.

This past summer has been quite an exciting time, and although the job can be trying at times, it has most definitely been worth it. I look forward to meeting with the boards (soon to be called committees) that I chair. It will wonderful to brainstorm and come up with different ways to approach student issues that myself and others feel strongly about. It is a wonderful opportunity to be in this position and I am anticipating a productive, entertaining and interesting year.

Cheers,

--Alex

# **University Students' Council Agenda**

Thursday September 29, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – April 7 and September 22, 2011**
  - 4.2 Executive Committee Minutes – September 27, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday April 7, 2011

## **Present**

Scott Hitchings, President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic Affairs  
Alyssa Anderson, WCVM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture  
Jared Brown, ISC  
Jennifer Bozek, Kinesiology  
David Couture, Law

Alysha Joannette, Education  
Sarah Waldbillig, Arts & Science  
Alecia Nagy, ESB  
Reid Nystuen, ESB  
Philomena Ojukwu, STM  
Gillian Paton, Medicine  
Katie Salmers, Arts & Science  
Leejay Schmidt, Engineering  
Adam Gartner, Engineering  
Adam Stenerson, Dentistry

## **Also Present**

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Ryan Hurlburt, Agriculture and Bioresources  
Rylan Goudreau, Education  
Kai Lee

## **Absent**

## **Guests**

Allyson Anderson  
Ryan Mocassin  
Waldner  
Kevin Menz, The Sheaf  
Rochelle, Language and Linguistics Dept.  
James Pepler

Meeting was called to order at 6:01 pm.

### **1. Agenda**

Move to adopt the agenda.

**USCMotion192:** Councilor Brown/Councilor Schmidt

Carried

### **2. Introductions and Announcements**

### **3. Council Address**

### **4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes**

**4.2 Executive Committee Minutes**

**4.7 Elections Board Minutes and Report**

**4.9 Operations & Finance Board Minutes and Report**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion193:** Councilor Nagy/Councilor Brown

Carried

**6. Business**

**6.1 USSU Social Justice Centre**

**7. New Business**

**8. Questions and Comments**

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion201:** President Stoicheff/VP Hitchings

Carried

# University Students' Council

Minutes for Thursday September 22, 2011

<b>Present</b>	<b>Also Present</b>
Scott Hitchings, President	Matt Leisle, USC Chair
Reid Nystuen, VP Operations and Finance	Caroline Cottrell, General Manager
Alex Ferwerda, VP Student Affairs	
Kelsey Topola, VP Academic Affairs	<b>Regrets</b>
Alyssa Anderson, Vet Med	Adam Gartner, Engineering
Baylie Sinclair, Pharmacy/Nutrition	
Jennifer Bozek, Kinesiology	
Jared Brown, ISC	<b>Absent</b>
Shirley Chu, WCVM	
Michael Stevens, Law	
Autumn Darker, Ag/Bioresources	<b>Guests</b>
Desiree Steele, STM	Ryan Moccasin
David Konkin, STM	
Gillian Paton, Medicine	James Pepler
Noel Zimmer, Engineering	Nolan Waldner, WUSC
Adam Stenerson, Dentistry	Scott Mickleleson, WUSC
Rylan Goudreau, Education	Tanara Yelland, The Sheaf
Jessalyn Clark, Education	
Kelsey Froh, ESB	

Meeting was called to order at 6:10 pm.

## 1. **Agenda**

Move to adopt the agenda as amended

**USCMotion001:** Councilor Brown/Councilor Bozek

**Carried**

Move to defer 4.1 until September 29<sup>th</sup> since the minutes were sent out late and no one has had a chance to review them.

**USCMotion002:** VP Nystuen/VP Topola

**Carried**

Move to change 7.1 Board Nominations to 6.1 under Business so that Board Appointments can occur immediately.

Chair Leisle reminded everyone that moving an item from New Business to Business requires a two-thirds majority

**USCMotion003:** President Hitchings/VP Nystuen

**Carried**

Move to add 3.2 under Council Address, Scott Mickelson from WUSC

**2. Introductions and Announcements**

VP Topola introduced a “man who can no longer finish a banana”, Mr. James Pepler.

Councilor Brown introduced ISC President Ryan Moccasin.

President Hitchings introduced Nolan Waldner and Scott Mickleleson from WUSC and Tanara Yelland from *the Sheaf*.

VP Nystuen introduced the USSU’s administrative secretary Mandy Elash and informed Council that she would be transcribing all the minutes so asked that she be kept in mind if debates get lengthy.

**3. Council Address**

**3.1 Rylan Goudreau:** Councilor Goudreau explained that the orientation date was changed by GM Cottrell because he couldn’t be there and his absence to play his song at Waskesieu dropped attendance numbers too low to make it worthwhile. She let him off the hook provided he agreed to sing the song for USC and so he will now do that. (Councilor Goudreau then sang his song which can be found on the audio file record of USC). His song was about survival of the grasslands and Saskatchewan wilderness. He received very warm applause.

**3.2 Scott Mickelson and WUSC:** Scott Mickleleson provided information on WUSC. He is the Co-Chair of World University Service of Canada. Undergraduates pay \$3.50 per term to sponsor three refugee students to come to the U of S to study. WUSC helps these students adapt to Canadian life and studies. This year WUSC did sponsor three students but there was a little problem when one student was not allowed to leave Kenya because a member of his family had an illegal Kenyan identity. They are now hoping to get the student here in January or in September 2012. That would mean they would have four rather than three students in 2012 and so they are working out the details but want to let everyone know what’s going on. WUSC works with the USSU’s GM Caroline Cottrell and the Accounting Assistant Peggy Pfeil and they do want to improve their financial accountability. Next week they will be meeting with Michele Manks from Ottawa. She will be here on September 29<sup>th</sup> and 30<sup>th</sup> and there will be an open meeting to work out all the details.

President Hitchings asked for the final details to be emailed to him.

**4. Minutes and Reports for Information**

**4.1 USC Minutes – April 7, 2011**

**4.2 Executive Committee Minutes – April 4, 18, 26, May 2, 11, 16, 25, 30, June 6, 13, 20, 21, July 4, 11, 25, 28, August 8, 12, 24, 30, 31, September 8, 12, 15, 19, 2011**

**5. Motions Arising from Minutes and Reports**

Move to adopt the minutes

**USCMotion005:** Councilor Brown/VP Topola

**Carried**

**6. Business**

**6.1 Board Nominations**

Move to open nominations for the External Affairs Board

**USCMotion006:** President Hitchings/Councilor Brown

**Carried**

President Hitchings provided a review of the External Affairs Board and noted that it is particularly important to have a good board since there is a provincial election coming up. Once the election is complete the Board can take on other initiatives. He noted that there will be close ties to the Operations and Finance Board, especially if there are changes to the U-Pass Agreement which now falls under Operations and Finance. He also informed Councilors that the Board will meet weekly until after the election, after which time the meetings will be less frequent. There are three positions open.

President Hitchings nominated Councilor Sinclair. She declined.

President Hitchings nominated Councilor Anderson. She declined.

President Hitchings nominated Councilor Clark. She accepted.

Move to postpone nominations for all Boards until after the new Councilors in Arts and Science, Edwards School of Business and Nursing have been elected.

**USCMotion007:** Councilor Paton/Councilor Stenerson

**Carried**

VP Topola noted that this just occurred to her and felt it was appropriate to wait until there was a full council.

President Hitchings suggested that nominations could proceed but some spaces on Boards could be left vacant for new Councilors.

VP Topola agreed but noted that Boards would be counting on the new Councilors to fill the positions and that might not be realistic. She would prefer a full Council before doing nominations.

Councilor Goudreau agreed with President Hitchings that if anyone is interested they should have the ability to be on a Board on a first-come, first-served basis.

VP Ferwerda respectfully disagreed and stated that those who are being elected as MSCs now should have a level playing field upon which to run for Boards and so would prefer that the nominations be deferred until everyone is present.

Councilor Brown suggested nominating everyone tonight but leaving the final vote until after the new Councilors have also had a chance to be nominated.

President Hitchings thought this might be a possibility but preferred to see if any of the newly elected Councilors wanted to sit as Students-at-Large or replace someone who reluctantly accepted a nomination.

VP Nystuen noted that only the Operations and Finance Board have sufficient numbers of Councilors to meet without Students-at-Large and since nominations for SALS don't close until October 2<sup>nd</sup> there really isn't any particular hurry.

Chair Leisle called for any further discussion

Councilor Steele said that since the process of nomination needed to be gone through it should just be done once, unless there is an inherent benefit in partially establishing Boards.

**7. New Business**

**7.2 Infrastructure Policy**

VP Nystuen noted that the Infrastructure Policy can only be modified by a 2/3 voted in Council. He will be bringing forward some proposed changes, especially concerning the \$1000.00 limit on capital spending from the fund, with the exception of the Place Riel Renovation.

**8. Questions and Comments**

Councilor Stevens reported that the LSA will be putting on an event in November which will take place in the Law Lounge. There will be alcohol and the LSA needs to know the guidelines for students to be serving.

VP Nystuen informed Council that any club or society hosting a liquor event must first ratify with the USSU. Once that has been done the group can obtain an insurance form which must then be signed by the requisite College, SESD, himself, and the Student Crew Coordinator in order to get USSU insurance extended. When that is all done the group can obtain a liquor permit. At these type of events the groups need to have server intervention training which is provided by the Student Crew Coordinator.

VP Ferwerda noted that the Pride Games will take place in the Bowl September 27 – 29 and have been organized by Keegan Epp, the USSU's Pride Centre Coordinator. VP Topola rose to inform Council that the Executive is fielding a team and challenged everyone to come and beat them.

VP Ferwerda also pointed out that the USSU has a radio show on Tuesday night at 7:00. He will be happy to promote any events and he promises that he will not continue to promote the show at Council.

Councilor Brown asked what a student club or society needs to do to get a seat on Council.

President Hitchings responded that the Bylaw showed the requirements for Colleges and special groups. All Colleges with a student population under 1000 have one member, over 1000 students, two members. If any group feels they are not adequately represented they would need to propose an amendment to the Bylaw at the AGM. If the amendment passed the group would get a Councilor.

Councilor Brown announced that ISC is hosting a Culture Camp on October 5<sup>th</sup> and through the night of the 6<sup>th</sup>. A tipi will be set up and he invited the Executive to sleep with the group.

## **9. Any Other Business**

### **9.1 USC Social**

VP Nystuen informed Council that there was money in the budget for three or four Council socials, the first of which is scheduled for October 6th at Louis'. It is an opportunity for Councilors and the Executive to get to know each other in a less formal setting than the Council Chamber. Food and beverages will be provided.

VP Nystuen reported on the RBC Financial Advising presentations. The presentations are half an hour long and everyone who attends is entered in a draw to win \$1000.00. The RBC branch on College and Bottomley is sponsoring this. The time and places are:

September 26 1:30 p.m. Room 45, Edwards School of Business

September 27 2:00p.m. Room B6, Health Sciences

September 28 1:30 p.m. Room 2010, Education

September 29 2:00 p.m. Room 207, Arts

September 29 3:00 p.m. Room 1B79, Engineering

VP Ferwerda reminded Councilors that this was Hike, Bike and Roll Week. A couple of guests didn't show up, but the Bike Doctor will be on campus on Friday to do free tune-ups. There will also be a draw for prizes.

VP Topola also encouraged everyone to attend the events and asked VP Nystuen to email the times of the financial presentations

## **10. Adjournment**

Move to adjourn

**USCMotion008:** Councilor Goudreau/Councilor Brown

**Carried**

Executive Committee  
Minutes for Tuesday September 27, 2011

Present: Scott Hitchings, Kelsey Topola, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:12 am.

2. **Quorum**

Quorum was present.

3. **Roundtable**  
**VP Topola**

- Attended Executive Committee Meeting
- Attended Class
- Met with Gordon DesBrisay, Vice-Dean of Students in Arts and Science
- Prepared for and Instructed a Learning Community session for the ULC
- Meeting with Fellow PAL's
- Volunteered at the Pride Centre
- Handled academic grievances
- Attended special Executive Committee Meeting re: funding requests
- Met with STC
- Wrote blog and sent plasma points to Jason Ventnor
- Drafted AIAW proposal and volunteer schedule
- Attended Copyright Advisory Committee Meeting
- Attended University Council
- Attended University Students' Council
- Attended Comment Couch Review Meeting
- Met with Prof. Allison Muri
- Attended Scholarships and Awards Committee Meeting
- Started "The Don't Gamble..." Campaign to raise awareness of Tutor Registry and Exam File

**President Hitchings**

- Executive meeting
- Worked on MSC Byelections
- French Class
- Help with HBR
- Write Summer Accountabilites

- Worked on MSC Byelections
- Political Studies Class
- Planning out Anti-Poverty Event
- Wrote Speech for University Council
- Worked on MSC Byelections
- Read University Council package
- Executive meeting
- Meeting with STC
- Worked on MSC Byelections
- University Council
- University Students' Council
- Attended USSU Women's Centre Take Back The Night March
- Exec meeting re: slouchy comfy couch

### **VP Nystuen**

- Exec meeting (x2)
- Undergrad residence announcement
- Give tours at undergrad residence
- Take USSU van for detailing
- Cover reception for staff meeting
- Comm 401
- Present to U of S Pre-vet club
- Write summer accountabilities
- Review club ratification applications and email, meet and liaise with clubs
- Visit campus clubs in tunnel as a part of Campus Club Week
- Interview with Andrew Spearin of The StarPhoenix about the Place Riel Renovation
- Meeting with STC
- Campus club insurance meeting
- USC
- Place Riel Finance working group meeting
- Review Comment Couch meeting

### **GM Cottrell**

- Executive meeting
- College Quarter Luncheon
- Managers' Meeting
- Notary Appointments
- Meeting with Administrative Secretaries
- Work-Life-Family Balance Meeting
- Meeting with STC about possible partnership
- USC

- Finance Working Group Meeting
- Meeting with Sheraton Cavalier Sales Rep
- Initial Planning for AMICCUS-C 2013
- Daycare collective agreement work
- Day to day GM work

#### **VP Ferwerda**

- Hike, Bike and Roll meeting.
- Hike, Bike and Roll set up
- Hike, Bike and Roll – week long
- Executive meeting X 2
- Attended class
- Meeting with Ryan Moccasin and Jared Brown
- Covered for administrative secretary
- Met about Bike Stand
- Meeting with STC
- Photos
- Centres Meeting
- University Council
- USC
- Reviewed Comment Couch

#### **4. Business**

##### **4.1 Ratifications**

- History Undergraduate Student Association
- Edwards School of Business JDC West Team
- U of S Bhangra Club
- Mechanical Engineering Students' Association
- Campus Association for Baha'i Studies
- Saskatoon Teelo Association
- College Fresh Music
- Political Studies and Public Administration Students' Society

##### **Move to ratify the clubs listed above**

##### **EXECMotion 054: Nystuen/Hitchings**

Carried

##### **4.2 Funding Requests**

- Amnesty International: Letter Writing Campaign**  
 The USSU has been asked to support their letter writing campaign.

The total cost is \$456.57 for paper, envelopes, stamps and other costs.
- Oxfam: Food Night**

Oxfam has requested \$370.00 for a food night. Three different meals based on numbers in the room. Some people get a full meal, some will get rice and beans, some will get only rice.

**Move to grant funding to Amnesty International and Oxfam**

**EXECMotion055:** Nystuen/Hitchings

Carried

- 4.3 Student Infrastructure Fee – postponed until Operation and Finance Board can provide recommendations.
- 4.4 HR Policy – deferred to next Week
- 4.5 VOTR: Starts at 8:30 on October 1<sup>st</sup> in Neatby-Timlin. VP Ferwerda will bring Executive greetings at 8:30. Other Executive members will attend as their respective schedules allow.
- 4.6 Academic Integrity Awareness Week  
This is in concert with the University's work on Academic Integrity. VP Topola has a proposal (see attached) for pizza and advertising to a total of \$165.00.  
**Move to approve \$165.00 for Academic Integrity Week**  
**EXECMotion056:** Topola/Nystuen Carried

## 5. **Adjournment**

The meeting was adjourned at 9:47 a.m.

# **University Students' Council Agenda**

Thursday October 6, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Lea Pennock – University Secretary**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – September 29, 2011**
  - 4.2 Executive Committee Minutes – September 22 and October 3, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday September 29, 2011

## **Present**

Scott Hitchings, President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic Affairs  
Jessalyn Clark, Education  
Noel Zimmer, Engineering  
Jennifer Bozek, Kinesiology  
Annie Lucas, Nursing  
Rylan Goudreau, Education  
Michael Stevens, Law  
  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
Jenna Moellenbeck, ESB  
Adam Stenerson, Dentistry  
Desiree Steele, STM  
David Konkin, STM  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering

## **Also Present**

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Gillian Paton, Med.  
Kelsey Froh, ESB  
Autumn Darker

## **Absent**

## **Guests**

Daryl Hofmann – The Sheaf  
Ishmael Daro – The Sheaf  
Keegan Epp – Pride Centre  
Ruvimbo Kanyemba – Student Crew/Safewalk  
Ashley Pearse – Women's Centre  
James Pepler  
Alex Werenka – Help Centre

Meeting was called to order at 6:05 pm.

## **1. Agenda**

Move to add April 7, 2011 under USC Minutes, as it was deferred from last week's USC meeting and did not make it to the Agenda for this week.

**USCMotion009:** VP Nystuen/President Hitchings **Carried**

Move to adopt the agenda as amended.

**USCMotion010:** President Hitchings/Councilor Gourdreau **Carried**

## **2. Introductions and Announcements**

President Hitchings reminded Councilors that regrets for not attending a meeting needed to be sent to him so he can read them out.

President Hitchings also introduced Alex Werenka - Help Centre Coordinator, Ashley Pearse – Women's Centre Coordinator, Ruvimbo Kanyemba – Student Crew/Safewalk Coordinator, and Keegan Epp – Pride Centre Coordinator and Ishmael Daro of The Sheaf.

VP Topola introduced James Pepler.

Move to ratify the following Councilors:

1. Councilor Thompson – Arts & Science
2. Councilor Anderson - Arts & Science
3. Councilor Lucas – Nursing
4. Councilor Moellenbeck – EBS

**USCMotion011:** President Hitchings/VP Nystuen

**Carried**

### **3. Council Address**

#### **3.1 James Pepler**

Move to go to informality.

**USCMotion012:** President Hitchings/Councilor Thompson

**Carried**

James Pepler explained to Council that he will be in attendance for most of the USC meetings, as he has been for the past 4-5 years. In 2007-2008, he was the USSU President and shortly after got a job with the University of Saskatchewan Administration as the Student Initiatives and Project Coordinator. In his job he makes sure Administration understands what students are doing because they seem to forget sometimes. It was his idea that someone should be at the hub of student activity on behalf of Administration. Mr. Pepler represents the link. He also mentioned he spent time as the editor of The Sheaf. He notes that this will be the last year that he will be in attendance for the USC meetings, as he will be attending grad school. He noted that he will be talking to Councilors about Campus issues, Childcare and the Alcohol Policy on campus. He noted that he is someone Councilors can talk to at the Administrative level. Councilors represent College constituencies and it's important for Administration to know that Councilors are representing their group, rather than personal opinion.

#### **3.2 USSU Centre Coordinators**

Alexandria Werenka introduced herself as the USSU Help Centre Coordinator. She's glad to be back in her second term as Coordinator. She listed some of the things the Help Centre hands out items such as free razors, tampons, condoms, lubricant, and famine products. The Help Centre also provides the exam file, for a wide variety of classes, which a lot of students use. She encouraged Councilors to come check out the Help Centre, located in Arts27 in the tunnel. The Help Centre also provides training, including ASSIST (Applied Suicide Skill Intervention Training) which is a 16-hour training that deals with suicide and developing a plan for prevention. In addition, Mental Health First Aid training is also provided through the Help Centre. As well, a three hour talk on suicide prevention will be held this coming Tuesday and throughout the year. All training has a price unless you are a Help Centre volunteer or put in a certain amount of hours. The Help Centre also provides information about campus events and the various services offered. All volunteers are provided peer support training to help them deal with students who come in with a crisis. The Help Centre is also considering bringing back Peer Editing; a service where students can bring in their essays and have them read over with tips for improving.

Ruvimbo Kanyemba, Coordinator for Student Crew/Safewalk, is in her second year of

running the Centre. Safewalk promotes safety awareness on campus, which is its primary purpose. Posters with safety tips are posted around the University, as well, once a month Safewalk goes into different University buildings and sets up a booth to ask students questions for prizes. At night there are volunteers to escort people to whatever destination, as long as it is within a 30 minute radius of campus. Safewalk always tries to have a male and female volunteer together escorting the student(s). Safewalk runs Sunday to Thursday, 8:30 a.m. to 11:30 p.m.; however, it is available 24 hours, with Campus Safety taking over after 11:30 p.m. EMAP is working with Safewalk to create an app for iPhone and Android for students and should be ready for next semester.

Student Crew provides employment opportunities for undergraduate students on campus. Even though it is a casual position, the Coordinator tries to find odd jobs on campus and offers them to the students in Student Crew. For example, Student Crew runs Safe Study in the library. Student Crew has finished hiring for the year, but students are always welcomed to stop by the Centre to see if any odd jobs are available. In addition, Student Crew provides Server Intervention training to all student groups looking to hold alcoholic events.

Ashley Pearse is the Coordinator for the Women's Centre, located in room 105 of the Memorial Union Building. The Women's Centre is primarily an information and resource referral service and also one of the only breastfeeding friendly zones on campus. The Centre is volunteer run and relies on volunteers to provide all services, discussion groups, information workshops and peer support. The Women's Centre provides a safe space for all genders to discuss, organize and take action on issues involving gender equality and feminism. Volunteers are trained to provide peer support on a number of diverse issues such as harassment, unplanned pregnancy and body image concerns. The Centre provides a drop-in lounge space, a confidential peer support room and an extensive resource library. In addition, free resources are also provided, such as condoms, lubricant, dental dams, female condoms and feminine products. The Centre also puts on regular programming depending on what the volunteers have time for, including wisdom workshops and discussion groups. The Women's Centre also puts on their main events each year with a variety of partners, some of which are: Take Back the Night, December 6<sup>th</sup> Memorial and International Women's Day. The Centre works closely with community groups, like the Saskatoon Women's Community Coalition, OXFAM, YWCA, Interval House, AIDS Saskatoon, as well as many others. The Women's Centre is also involved with numerous campaigns throughout the year. On average, the Women's Centre sees about 150 to 200 drop-ins each month and the number fluctuates depending on the month and season. There are about 40 volunteers and more are always welcomed.

Keegan Epp introduced himself as the Coordinator for the Pride Centre, which provides many of the same resources as the other USSU Centres, such as both male and female condoms, dental dams, lubrication, tampons, etc. The Centre provides lots of information and is a safe space for lesbian, gay, bisexual, transgendered, two spirited, queer questioning and allied students on campus. Throughout the year the Pride Centre hosts several different events including the Pride Games and Drag Shows. The Centre also works with the different campus and city communities and organizations. The Pride Centre supports all gender and sexual diversity and will be visiting various colleges to talk

to its students in the coming month.

Alex Werenka spoke on behalf of Jared Tam, the Food Centre Coordinator who was not able to make it. The Food Centre is located in the Memorial Union Building and offers several different services and events, such as the CHEP Good Food Box, Trick 'or' Eat, Christmas Adopt a Family and Food Bank emergency food hampers. Councilors are strongly encouraged to participate in the Food Centre's events.

Move to go back to formality.

**USCMotion013:** Councilor Brown/Councilor Gartner

**Carried**

**4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – April 7 and September 22, 2011**

VP Nystuen would like to change a point in the April 7, 2011 minutes. On page nine, where he states "\$51.3 million dollar commitment over the next three years" should be changed to "\$51.3 million dollar commitment over the next **thirty** years".

(This has been corrected in the permanent minutes)

**4.2 Executive Committee Minutes – September 26, 2011**

VP Nystuen noted that he was not listed in attendance for the meeting, but in fact he was at the meeting.

**5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion014:** Councilor Thompson/VP Topola

**Carried**

**6. Business**

**6.1 Board Nominations**

The motion on the floor from last week was to open nominations for the External Affairs Committee. There are currently two positions available.

Councilor Clark accepted the nomination from last week.

Councilor Thompson nominated himself.

President Hitchings nominated Councilor Bozek. She declined.

VP Topola nominated Councilor Brown. He accepted.

Acclaimed to the External Affairs Committee:

Councilor Clark

Councilor Thompson

Councilor Brown

Move to close nominations for External Affairs Board.

**USCMotion015:** Councilor Thompson/President Hitchings

**Carried**

Move to open nominations for the Operations and Finance Board.

**USCMotion016:** VP Nystuen/President Hitchings

**Carried**

VP Nystuen provided a review on the Operations and Finance Board and noted that the Board will be handling club ratifications, funding requests and general expenditure for the Students' Union. The Budget will also be a big part of the Committee in the spring. There are four positions available.

Councilor Konkin nominated himself.

Councilor Zimmer nominated himself.

Councilor Thompson nominated Councilor Anderson (Arts & Sci.). She declined.

VP Nystuen nominated Councilor Froh, who is not in attendance, but expressed interest to VP Nystuen that he would like to be nominated.

VP Topola nominated Councilor Lucas. She declined.

Councilor Brown nominated Councilor Moellenbeck. She accepted.

Acclaimed to the Operations and Finance Board:

Councilor Konkin

Councilor Zimmer

Councilor Froh

Councilor Moellenbeck

Move to close nominates for Operations and Finance Board.

**USCMotion017:** Councilor Thompson/Councilor Anderson (Arts & Sci.)

**Carried**

Move to open nominations for the Academic Affairs Board.

**USCMotion018:** VP Topola/Councilor Thompson

**Carried**

VP Topola stated that this Board will be handling the nominations and surveys for the Teaching Excellence Awards as well as looking at policies surrounding the expansion of powers for the Confidential Student Support Officer. The Board meets in the mornings for breakfast. Three positions are available.

VP Topola nominated Councilor Paton, who was unable to attend the meeting but expressed interest in being appointed to this Board.

Councilor Anderson (Arts & Sci.) nominated herself.

Councilor Brown nominated Councilor Steele. She accepted.

VP Topola nominated Councilor Bozek. She accepted.

Ballots were handed out for voting.

Elected to the Academic Affairs Board:

Councilor Anderson (Arts & Sci)

Councilor Steele  
Councilor Bozek

Move to close nominations for the Academic Affairs Board.

**USCMotion019:** Councilor Thompson/Councilor Gartner

**Carried**

Move to open nominations for the Sustainability Board.

**USCMotion020:** VP Ferwerda/Councilor Thompson

**Carried**

VP Ferwerda explained that the Board may meet more regularly than once a month, depending on events. He also notes that he will be very open to any initiatives that the Board is willing to take on and any criticism of initiatives that are already in place. Three positions are available.

VP Ferwerda nominated Councilor Lucas. She accepted.

VP Topola nominated Councilor Gartner. He accepted.

Councilor Stevens nominated himself.

Councilor Brown nominated Councilor Darker, who is not in attendance.

VP Ferwerda nominated Councilor Brown. He declined.

Councilor Thompson nominated himself.

Councilor Brown nominated Councilor Stenerson. He declined.

Ballots were handed out.

Elected to the Sustainability Board:

Councilor Lucas

Councilor Gartner

Councilor Stevens

Move to close nominations for the Sustainability Board.

**USCMotion021:** Councilor Brown/Councilor Stevens

**Carried**

Move to open nominations for the Student Affairs Board.

**USCMotion022:** VP Ferwerda/President Hitchings

**Carried**

VP Ferwerda stated that this Board will cover different events such as social justice issues and also go over its centre policy. The Board will meet once a month or more depending on events. Three positions are available.

President Hitchings nominated Councilor Anderson (WCVM). She accepted.

President Hitchings nominated Councilor Sinclair. She declined.

President Hitchings nominated Councilor Goudreau. He declined.

Councilor Thompson nominated himself.

President Hitchings nominated Councilor Lucas. She declined.

President Hitchings nominated Councilor Brown. He accepted.

President Hitchings nominated Councilor Anderson (Arts & Sci.). She declined.

Councilor Brown nominated Councilor Bozek. She declined.  
VP Topola nominated Councilor Konkin. He accepted.  
Councilor Brown nominated Councilor Steele. She declined.

Ballots were handed out.

Elected to the Student Affairs Board:  
Councilor Anderson (WCVM)  
Councilor Thompson  
Councilor Brown

Move to close nominations for the Student Affairs Board.

**USCMotion023:** Councilor Thompson/Councilor Anderson (WCVM) **Carried**

Move to open nominations for the Appointments Board.

**USCMotion024:** President Hitchings/VP Ferwerda **Carried**

President Hitchings noted that this Board only meets once a year to look at Student At Large applications and decide who goes where. Four members are needed.

VP Topola nominated Councilor Goudreau. He accepted.  
Councilor Anderson (Arts & Sci) nominated herself.  
President Hitchings nominated Councilor Anderson (WCVM). She declined.  
President Hitchings nominated Councilor Lucas. She accepted.  
President Hitchings nominated Councilor Clark. She accepted.

Acclaimed to the Appointments Board:  
Councilor Goudreau  
Councilor Anderson (Arts & Sci)  
Councilor Lucas  
Councilor Clark

Move to close the nominations for the Appointments Board.

**USCMotion025:** VP Ferwerda/Councilor Brown **Carried**

Move to open nominations for the Code of Ethics and Disciplinary Committee.

**USCMotion026:** President Hitchings/Councilor Brown **Carried**

Three positions are available.

Councilor Brown nominated Councilor Goudreau. He accepted.  
Councilor Sinclair nominated herself.  
VP Topola nominated Councilor Zimmer. He declined.  
Councilor Goudreau nominated Councilor Brown. He accepted.  
President Hitchings nominated Councilor Stevens. He declined.  
Councilor Brown nominated Councilor Stenerson. He accepted.

Ballots were handed out.

Nominated to the Code of Ethics and Disciplinary Committee:

Councilor Goudreau

Councilor Sinclair

Councilor Stenerson

Move to close nominations for the Code of Ethics and Disciplinary Committee.

**USCMotion027:** Councilor Konkin/Councilor Steele

**Carried**

Move to open nominations for the Elections Board.

**USCMotion028:** President Hitchings/VP Topola

**Carried**

Two positions are available for this Board.

VP Topola nominated Councilor Moellenbeck. She declined.

President Hitchings nominated Councilor Gartner. He accepted.

VP Topola nominated Councilor Steele. She declined.

President Hitchings nominated Councilor Bozek. She declined.

President Hitchings nominated Councilor Thompson. He declined.

President Hitchings nominated Councilor Zimmer. He accepted.

Acclaimed to the Elections Board:

Councilor Gartner

Councilor Zimmer

Move to close nominations for the Elections Board.

**USCMotion029:** President Hitchings/Councilor Thompson

**Carried**

Move to destroy voting ballots from the Board elections.

**USCMotion030:** Councilor Brown/Councilor Gartner

**Carried**

## **6.2 Infrastructure Policy**

VP Nystuen stated that there are a few financial changes to be made to the Policy and therefore it is appropriate for it go to the Operations and Finance Board for discussion and consultation.

Move to refer the Infrastructure Policy to the Operations and Finance Board Committee for discussion and changes.

**USCMotion031:** VP Nystuen/President Hitchings

**Carried**

## **7. New Business**

## 8. Questions and Comments

VP Topola announced that next week is Academic Integrity Awareness Week. VP Topola will have tables set up in the tunnel with trivia games, pizza and prizes.

Councilor Thompson stated that there will be a special announcement on Aboriginal initiatives going on next Tuesday at 11 a.m. in Upper Place Riel.

Councilor Brown reminded Councilors the ISC will be hosting their annual Culture Camp on October 5 with the option to sleep in teepees. Cultural teachings will be offered. Everyone is welcomed and it is free of charge. The location is at the proposed Gordon Oaks-Red Bear Student Centre between Arts and Murray Library.

Councilor Bozek reminded Councilors of the Huskie Homecoming Football game on Friday September 30. Everyone should come out and wear green and white.

Councilor Steele asked if Councilors who want to sit on different Boards can apply to be Students At Large or is it just for non-Councilors. USC Chair remarked that any member of the USSU, including Councilors, can apply to be a SAL and it will be up to the Appointments Board as to who gets those seats.

## 9. Other Business

VP Nystuen reminded Councilors that the Council Social at Louis' is next week after the meeting.

## 10. Adjournment

Move to adjourn.

**USCMotion032:** VP Ferwerda/President Hitchings

**Carried**

# Executive Committee

Minutes for Thursday September 22, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 1:32 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Funding Request

Nicole Nagy from the Physics Students' Society made a presentation and application for funding for the Canadian University Physics Conference. She requested \$650 in cash and \$350 in USSU credit. Of the \$650 amount, \$450 is for the band, \$350 for the production assistant and \$200 for the DJ. The \$350 credit is for nametags, programs, and other printing. She is aware that the club cannot apply for any more funding this year. Move to give requested funding to the Physics Students' Society.

**EXECMotion055:** VP Nystuen/VP Ferwerda Carried

4.2 Financial Advice Event Proposal

VP Nystuen stated that the USSU has been approached by RBC to become involved in a Financial Advice Event.

4.3 Ratifications

**Move to Ratify the following Campus Clubs/Societies:**

1. **Ahmadiyya Muslim Students' Association**
2. **Pre-Med Club**
3. **Crisis Relief Students' Association**

**EXECMotion056:** VP Nystuen/President Hitchings Carried

5. **Adjournment**

Meeting was adjourned at 2:01 p.m.

# Executive Committee

Minutes for Monday October 3, 2011

Present: Scott Hitchings, Alex Ferwerda, Reid Nystuen, Kelsey Topola, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:17 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

**President Hitchings**

- Executive meeting
- Class
- Pride Games
- ADO
- USC Meeting

**VP Topola**

- Attended Executive Committee meeting
- Instructing a Learning Community for the ULC
- Helping Pride Centre Co-ordinator Keegan Epp with the Pride Games
- Participating in Pride Games
- Attending class
- Attending USSU monthly staff meeting
- Attending USC
- Preparing for AIAW event
- ADO
- Studying NAP material
- Preparing for VOTR

**VP Nystuen**

- Sick day
- Place Riel Steering Committee meeting
- Exec meeting
- Comm 401
- Attend Pride games
- Attend RBC financial advise events

- Staff meeting
- Met with STC
- Meet with Drama Students' Association
- Meet with Ahmadiyya Muslim Student Association
- Childcare negotiating team meeting
- USC
- Meet with Room Scheduling
- Host Huskies homecoming pep rally
- Attend new university budget system townhall

#### **VP Ferwerda**

- Executive meeting
- Class
- Monthly staff meeting
- USC Meeting

#### **4. Business**

##### 4.1 October 4<sup>th</sup> Announcement by University

All Executive should try to be in attendance for the special announcement by the University.

##### 4.2 HR Policy

**Move to approve changes to the HR Policy.**

**EXECMotion060:** VP Nystuen/VP Topola

**Carried**

##### 4.3 Executive Involvement

It has come to VP Topola's attention that the Executive are not making a big enough effort to be involved with certain meetings and appearances. If an Executive member promises to be in attendance at a meeting/event, they should make the effort to attend or to send another member in their place.

##### 4.4 Ratifications

**Move to ratify the following groups/societies:**

- 1. KISS**
- 2. Health Sciences Students' Society**
- 3. Physiology and Pharmacology Students' Society**
- 4. IEEE Illumination**

**EXECMotion061:** VP Nystuen/President Hitchings

**Carried**

##### 4.5 Take a Stand

VP Ferwerda would like to make posters for the campaign.

**Move to approve \$30 for posters pending form from VP Ferwerda.**

**EXECMotion062:** VP Ferwerda/VP Topola

#### 4.6 Green Yourself Week

VP Ferwerda would like to give away old logo mugs from Browsers for Green Yourself Week. Because the mugs, approximately 144, have the old logo for both the USSU and Browsers, maybe a negotiated price can be met with the facilities manager. Facilities Manager Freda Salikin was brought in to discuss options for obtaining the mugs; she will look into donating them to the campaign.

#### 4.7 Make Poverty History

Poverty Day is coming up and the Executive would like to get wrist bands to hand out to students. Cost is: 250 bands for \$250. Money goes to a good cause and there is the possibility of collecting donations.

**Move to accept Poverty proposal/project (see attached).**

**EXECMotion063:** President Hitchings/VP Ferwerda

**Carried**

## 5. **Adjournment**

Meeting was adjourned at 10:15 a.m.

## **Executive Project Proposal**

### **I. Project #1**

- A.1. Project Name: International Day (potentially week) for the Eradication of Poverty
- A.2. Proposed by: President

### **II. Analysis**

#### **A. Background Information and Need**

- A.1. History: The USSU recognizes that Poverty is an issue on campus through providing the invaluable service of the Food Centre. However, poverty is not simply an issue that is restricted to this campus. This event will bring recognition to the fact that poverty is a problem faced by millions of people not only in Saskatoon, Saskatchewan, and Canada but also in the world. Professor Jeffrey Steeves of the Political Studies Department, whose focus is on Development and Comparative Politics, will give a lecture on the Root Causes of Poverty in the Developing World.

#### **B. Target Group and Characteristics**

- B.1. Primary Target: Undergraduate Students
- B.2. Secondary Target (s): The University Community at large

#### **C. Vision and Mission**

- C.1. Vision & Mission: To raise awareness about poverty rates in Saskatoon and around the world.

#### **D. Key Considerations**

##### **D.1. Detailed Budget:**

Posters to promote the week USSU Buzz Boards - \$15 (in house cost at XL Print and Design), Promos on the USSU Plasma Screens, facebook, website, twitter, etc...

250 MakePovertyHistory.ca wristbands, plus shipping - \$275

Honorarium for Professor Jeffrey Steeves - \$50 USSU gift-card

##### **D.2. Total Budget: \$340**

# **University Students' Council Agenda**

Thursday October 13, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Amanda Smytaniuk – Prairie Program Manager**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – October 6, 2011**
  - 4.2 Executive Committee Minutes – October 11, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report – October 6, 2011**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday September 29, 2011

## **Present**

Scott Hitchings, President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic Affairs  
Jessalyn Clark, Education  
Noel Zimmer, Engineering  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Desiree Steele, STM  
Annie Lucas, Nursing  
Rylan Goudreau, Education  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM

## **Also Present**

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Jenna Moellenbeck, ESB  
Kelsey Froh, ESB  
Autumn Darker  
Adam Gartner, Engineering  
Adam Stenerson, Dentistry

## **Absent**

## **Guests**

James Pepler, Admin.  
Ishmael Daro – The Sheaf  
Lea Pennock – University Secretary

*\*\*Please note there are multiple recording errors throughout the meeting\*\**

Meeting was called to order at 6:04 pm.

### **1. Agenda**

Move to adopt the agenda  
**USCMotion033:** VP Topola/VP Nystuen

**Carried**

### **2. Introductions and Announcements**

President Hitchings announced Councilor regrets.

VP Topola introduced James Pepler.

VP Ferwerda introduced Ishmael Daro of The Sheaf.

### **3. Council Address**

### 3.1 Lea Pennock – University Secretary

Move to go to informality.

**USCMotion034:** Councilor Brown/Councilor Thompson

**Carried**

Lea Pennock, University of Saskatchewan Secretary, congratulated the USSU on the new Boardroom and noted how great it looked compared to the old space. She goes on to state the University Secretary is responsible for governance of the University.

Ms. Pennock noted that the University of Saskatchewan is a corporation and has its own Act – The University of Saskatchewan Act of 1995. There are sections of the Act that provide for three different governing bodies, known as a tricameral governance structure, which are: Board, Senate and Council.

Board of Governors is responsible for the financial matters of the University, such as investments, finances and audit.

Council has responsibility for academic matters, such as academic dishonesty and misconduct.

*Error in recording.*

Each group is autonomous in their own right and there is no hierarchy. The Act also provides for an administration, lead by a president and vice president and the deans.

On the topic of who runs the University, on the administrative side, the president runs the University in a collegial way. On the governance side, there are three different governing bodies that run the University, which are listed above.

Ms. Pennock mentioned that Council meets once a month throughout the school year and it consists of 105 members, mostly faculty members. Programs and courses are reviewed and approved at the meetings. Meetings are opened to the public and Councilors are encouraged to attend. There are nine committees making up the University Council with many student members.

The Board of Governors is a much smaller governing body. It consists of 11 members and is the smallest Board of Governors in the country, along with the University of Regina. Almost all members are people who have graduated from the University of Saskatchewan. The Board appoints the president, which is one of the most important jobs for the Board of Governors. The Board sets direction and policy, hires the administration and delegates authority.

Senate is large with approximately 125 members and is unique because the governing body has representatives from all regions of the province. Responsibilities include: advice, approving candidates for honorary degrees, electing the Chancellor of the University and provides input to Councilor and Board on all kinds of academic and non-academic matters. It also oversees the regulations on non-academic discipline. Meetings are open to the

public.

Ms. Pennock goes on to mention the General Academic Assembly, which is not a governing committee, but has a fairly significant power. It could declare the Council to be dissolved and require a new Council to be elected.

Administration, which is the executive branch of the University, implements policies and the procedures that are delegated to them by the governing body. They are responsible to exercise stewardship over the University's resources and are responsible to the governing bodies. It is important for administration to do lots of reports on progress and activities. Administration is made up of the president, vice president, deans and department heads. There are four vice presidents in the University and the provost is the one to whom all the deans and department heads report. Administration is fairly hierarchical as the department head reports to the dean, the dean reports to the provost and the provost reports to the president.

*Error in recording.*

Ms. Pennock noted that there is an interesting mix of different styles of governance of the University; there is something there for everybody. The deans are in an interesting place because the deans are lower on the totem pole in the Administration, but they are also the Chairs of their college faculty councils.

A question is asked about St. Thomas More College.

Ms. Pennock stated that STM is one of the seven affiliated colleges and the Board doesn't really have anything to do with this college because their finances and human resources are separate. On the academic side, STM is fully integrated. Therefore, any course or program that's taught at STM goes to University Council. Students are fully integrated in terms of being part of the student information system and being counted in the University statistics on student enrollment. STM is academically integrated but financially independent. In addition, St. Peter's College is an affiliated college of the University rather than a federated college. St. Peter's College is really an off campus site, like the regional colleges where the University might offer some courses.

One student from each college is elected to Council. As well as being represented on Council, students are represented on each one of the Council committees. Hearing Boards, for example, need to have at least one student who is a member of Council present.

A question was asked about associate vice presidents.

Associate vice presidents report to the provost. In addition, IT also reports to the provost.

GM Cottrell asked what kind of authority Council had if they wanted to create, for example, a new school. Ms. Pennock responded that Council had the authority to approve it and recommend it to the Board of Governors.

Ms. Pennock thanked Councilors for their attention.

President Hitchings thanked Ms. Pennock for attending the meeting and talking about the University governance.

Move to go back to formality.

**USCMotion035:** Councilor Brown/VP Topola **Carried**

**4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – September 22 and October 3, 2011**

Councilor Paton and USC Chair noted that there was a typo and that the minutes for 4.1 and 4.2 should be reversed so to read:

4.1 USC Minutes – September 29, 2011

4.2 Executive Committee Minutes – September 22 and October 3, 2011

**4.2 Executive Committee Minutes – September 29, 2011**

Typo as noted above.

Move to give GM Cottrell speaking rights.

**USCMotion036:** President Hitchings/Councilor Thompson **Carried**

GM Cottrell stated that over the summer Executive are invited to go through policies so that everything the USSU is doing aligns with the University of Saskatchewan Act and the Non-Profit Corporation Act and Bylaws. Councilors are more than welcomed to go through all the policies and read the changes. The HR Policy is one that Executive spent a lot of time on over the summer to combine a number of policies to make them more organized.

**5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion037:** Councilor Brown/Councilor Anderson (Arts & Sci.) **Carried**

**6. Business**

**7. New Business**

**8. Questions and Comments**

VP Topola reminded everyone that there was still one more day left in the Academic Integrity Awareness week. In addition, Teaching Excellence Award nominations open in two weeks.

President Hitchings reminded Council that on October 31 the USSU Food Centre is holding Trick 'or' Eat, which is held every year where students go out in teams and help

collect food donations for the food bank.

Councilor Thompson thanked President Hitchings for appointing the other Senate members; it's fantastic to have representation. Also, the college of Law is hosting an event in honor of the 75<sup>th</sup> Anniversary of the Saskatchewan Law Review. Guest speaker is John Ralston Saul and will be held on Monday, October 17 at 7:00 p.m. in Convocation Hall.

*Error in recording.*

VP Ferwerda announced on October 20<sup>th</sup> at 5:00 – 7:00 p.m. a movie called Two Spirits will be shown as well as a panel discussion organized by Keegan Epp, the Pride Centre Coordinator. In addition, if any Councilors wanted to help out with Allied week, they can send him an email. Also, during the week of October 17<sup>th</sup>, the USSU will be involved with Take a Stand Campaign. On Tuesday October 11, VP Ferwerda and Olivia Swerhone-Wick will be walking around and taking pictures for posters for the campaign. He encourages Councilors to get involved.

VP Nystuen brought a financial update to Council. The USSU Financial Accountabilities meeting was held earlier in the day going over the entirety of the summer. Good news is that what has actually been spent during the four months of summer is \$45,000 less than what had been budgeted for that time. In that sense, the USSU is better in the budget, but keep in mind the budget was in a deficit so we are still in the hole, but less than what we had planned for so far. This is good news because summer is always a slower time for the USSU. The food court is pretty much all up and running now, which generates a lot of revenue.

VP Nystuen mentions he and VP Ferwerda traveled to La Ronge and spoke to students in the NORTEP - NORPAC program who are U of S members taking classes. They also visited the Northlands College, which is one of the most northern colleges, who take University classes via distance education.

VP Nystuen also mentioned the announcement made the University on the plans to build the Gordon Oakes – Red Bear Centre.

President Hitchings announced the 2011 Whelen Visiting Lecture will be held on Tuesday, October 25<sup>th</sup> at 7 p.m. in the Adam Ballroom at the Delta Bessborough Hotel. The speaker for this year is Raj Patel, who is the bestselling author, economist and activist. He will speak on the topic “How to feed the world”.

*Error in recording.*

Councilor Brown announced that the ISC Culture Camp went very well this year. There were no incidents, which was very nice, other than rain.

Councilor Brown asked when the new University census was coming out. President

Hitchings commented the new sensus should be released within the next few weeks.

*Error in recording.*

Councilor Goudreau announced the College of Education will be hosting its annual social event at the Sutherland Bar on Saturday, October 15<sup>th</sup>, called Octoberfest. A portion of the proceeds will be donated to the Boys and Girls Club. Teams can be registered in the Education Society office.

VP Nystuen reminded Council of the Social at Louis' after the meeting.

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion038:** Councilor Thompson/Councilor Goudreau

**Carried**

# Executive Committee

Minutes for Tuesday October 11, 2011

Present: Scott Hitchings, Alex Ferwerda, Kelsey Topola, Jason Ventnor  
Regrets: Reid Nystuen, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 3:34 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

**President Hitchings**

- Executive Meeting
- Helped with Academic Integrity Awareness Week (AIAW)
- Meeting with Tiffany Paulson, City Councilor
- Meeting re: Mission, vision, values of the USSU
- Doctor Appointment
- Attended the Announcement re: Gordon Oakes-Redbear Student Centre
- Helped with AIAW
- Meeting with USSU Lawyer re: Changes to the Bylaw
- Planning & Priorities meeting
- Meeting w/ Student
- Fee Appeal Committee Meeting
- Meeting with Lea Pennock re: Student Involvement on University Boards
- Class
- Attended SEPW Architecture Event in the North Concourse of Place Riel
- Appointments Board Meeting
- University Students' Council Meeting
- USC Social
- Meeting with Richard Florizone
- Meeting with Roy Romanow
- Filled out Project Proposal

**VP Topola**

- Attended Executive Committee meeting

- Attended class
- Instructed Learning Community for the ULC
- Met with executive to discuss the union's mission, values and vision
- Attended ULC advisory Committee meeting
- Held AIAW event in the Arts tunnel every day from 11:20 a.m. – 1 p.m.
- Met with the USSU lawyer Greg Walen re: Bylaw amendments
- Attended ASC meeting
- Attended USSU financial review meeting
- Handled academic grievances
- Attended TLCC meeting
- Attended USC and USC social
- Wrote blog and plasma point for Jason Ventnor
- Attended RSAW meeting
- Reviewed job profile revisions for Vice-Provost Teaching and Learning search committee
- Prepared for comment couch on Oct. 11.

#### **VP Nystuen**

- Exec Meeting
- Lunch with City Councilor Tiffany Paulsen
- Meeting with campus club regard food preparation and serving
- Mission, Vision and Values meeting with Exec
- Gordon Oaks-Red Bear Centre announcement
- Comm 401
- Meeting with USSU Lawyer Greg Walen going over proposed Bylaw changes
- Went to La Ronge to visit U of S students in Nortep-Norpac program and attending Northlands College
- Met with James Pepler regarding food preparation for clubs
- Financial accountabilities revenue meeting
- SPEW Celebration
- Wrote blog
- Appointments board meeting
- USC
- USC Social
- EDO

#### **VP Ferwerda**

- Exec Meeting
- Class
- Lunch with Tiffany Paulson

- Mission, Vision and Values Meeting
- La Ronge
- Financial Review Meeting
- Centres Meeting
- Appointment Board Meeting
- Met with EWB
- Council
- Planning for Take a Stand campaign
- Planning for Green Yourself Week
- Planning for Comment Couch

#### 4. **Business**

##### 4.1 Raj Patel Posters

VP Ferwerda would like to advertise the 2011 Whelen Visiting Lecture with guest speaker, Raj Patel, on the USSU Buzz Boards and plasmas. Since it is a University event, USSU will not have to make posters.

**Move to advertise Raj Patel's lecture on plasmas and buzz boards.**

**EXECMotion064:** VP Ferwerda/President Hitchings **Carried**

##### 4.2 ADOs

VP Topola will be taking an ADO on Wednesday October 12 and Friday October 14.

##### 4.3 Green Yourself Week

VP Ferwerda has events and information planned for Green Yourself Week – October 25<sup>th</sup> to 29<sup>th</sup>. Events not listed in the proposal include: free mugs and information in tunnel, movies, speakers, etc.

**Move to accept Green Yourself Week proposal.**

**EXECMotion065:** VP Ferwerda/President Hitchings **Carried**

##### 4.4 Comment Couch Posters

VP Ferwerda put forward the idea to make large posters to attach to easels for the Comment Couch instead of hauling around the portable plasma screen, especially when winter comes. Executive disagreed and the plasma will still be used.

##### 4.5 Group Ratifications

**Move to ratify the following:**

###### **1. Malaysian Student Association**

**EXECMotion066:** VP Topola/President Hitchings **Carried**

4.6 Take a Stand

Proposal attached as per the October 3, 2011 Executive meeting.

4.7 Elections Posters

**Move to approve up to \$200 for the creation of election posters.**

**EXECMotion067:** President Hitchings/VP Ferwerda

**Carried**

5. **Adjournment**

Meeting was adjourned at 3:50 p.m.

## **Executive Project Proposal**

### **I. Project #1**

- A.1. Project Name: Green Yourself Week
- A.2. Proposed by: VP Student Affairs – Alex Ferwerda

### **II. Analysis**

- A. History, Background Information and Need
- B. Shannon Dyck, the VP Student Issues for the 2008 – 2009 year, put on the first “Green Yourself Week”. The event was created to ensure that students, staff, and faculty are reminded that being eco-friendly is a process and that involves small choices that add up over time. Providing the resources and knowledge to make oneself more sustainable is the goal of this event. Green Yourself Week is also an important event to remind students that sustainability is not just another 14-letter word.

- A.3. Research:
  - Looked through the minutes of previous sustainability boards and also went through posters.

### **B. Target Group and Characteristics**

- B.1. Primary Target: Undergraduate Students
- B.2. Secondary Target (s): All Individuals (and animals) on campus

### **D. Key Considerations**

- D.1. Detailed Budget: Flow 150\$ - Scavenger hunt prize (bike) 100\$ - Coffee 30\$ - Honorarium (Steven Cavan) 25\$ - Popcorn 20\$ - Mugs are free! – Honorarium for Water Presenter 25 (Not yet confirmed).
- D.2. Budget Line:
- D.3. Total Budget: Between 325\$ and 350\$
- D.5. Timeline: October 24<sup>th</sup> to 27<sup>th</sup>



### **USSU Executive Project Proposal**

<b>Executive Member</b>	<b>Proposed Project/Event</b>	<b>Event Date</b>	<b>Budget Line Number</b>	<b>Budget for Project/Event</b>
<b>Alex Ferwerda VP Student Affairs</b>	<b>Take A Stand: Stop Racism</b>	<b>October 17<sup>th</sup> – 21<sup>st</sup>, 2011</b>	<small>170-5490-00</small>	<b>30\$</b>



# Appointments Board

Minutes for Thursday, October 6<sup>th</sup>, 2011

Present: Scott Hitchings, Jessalyn Clark, Annie Lucas, Faye Anderson, Alex Ferwerda (ex-officio), Reid Nystuen (ex-officio).

Regrets: Rylan Goudreau

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**1. Call to Order**

The meeting was called to order at 5:00 P.M.

**2. Call for Quorum**

Quorum was present.

**3. Business Arising**

A motion to appoint the following Students-At-Large to the Following boards:

Academic Affairs:

- Scott Adams
- Dylan Knowles
- Alex Werenka

**APTB Motion 01**

Faye Anderson/Jessalyn Clark

Carried.

External Affairs:

- Brennan Field
- Keith Flysak
- Carly Babcock

**APTB Motion 02**

Faye Anderson/Annie Lucas

Carried.

Student Affairs:

- Steven Heidel
- Rebecca Zimmer

**APTB Motion 03**

Jessalyn Clark/Faye Anderson

Carried.

Operations & Finance:

- Justin Wood
- Steven Heidel

**APTB Motion 04**

Jessalyn Clark/Annie Lucas

Carried.

Sustainability:

- Raquel Viguera
- Carly Babcock
- Rebecca Zimmer

**APTB Motion 05**

Annie Lucas/Jessalyn Clark

Carried.

Undergraduate Forum:

- Scott Adams
- Alex Werenka
- Steven Heidel
- Rebecca Zimmer

**APTB Motion 06**

Annie Lucas/Faye Anderson

Carried.

**4. Adjournment**

Motion to Adjourn.

**APTB Motion 07**

Scott Hitchings/Jessalyn Clark.

Carried.

# **University Students' Council Agenda**

Thursday October 20, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – October 13, 2011**
  - 4.2 Executive Committee Minutes – October 17, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report – October 17, 2011**
  - 4.9 Operations & Finance Board Minutes and Report – October 13, 2011**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Indigenous Student Representatives and International Student Representatives**
  - 9.2 Student Senate Appointments**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday October 13, 2011

## **Present**

Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic Affairs  
Lesley Tyler, Nursing  
Gillian Paton, Medicine  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Desiree Steele, STM  
Adam Gartner, Engineering  
Rylan Goudreau, Education  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB

## **Also Present**

Matt Leisle, USC Chair  
Jason Ventnor, USSU Communications and Services Manager

## **Regrets**

Scott Hitchings, USSU President  
Noel Zimmer, Engineering  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing

## **Guests**

James Pepler, Admin.  
Amanda Smytaniuk – Student Care  
Callen Davey – Student Care  
Phoenix Rider – ISC  
Max Fineday  
Nolan Waldner

Meeting was called to order at 6:03 pm.

## **1. Agenda**

Move to adopt the agenda

**USCMotion039:** Councilor Thompson/Councilor Gartner

**Carried**

## **2. Introductions and Announcements**

VP Nystuen announced regrets from Councilor Stenerson. He also introduced Amanda Smytaniuk and Callen Davey from Student Care who will be giving a presentation.

VP Nystuen also announced a reminder from the USSU Administrative Secretary to please sign-in and to make sure microphones are turned on when speaking.

VP Ferwerda introduced Ryan Moccasin to say a few words on the Take A Stand Campaign next week.

Ryan Moccasin introduced himself as a member of the Indigenous Students' Council. He

noted he has been working with VP Ferwerda and a number of other people on the Take A Stand Campaign. Last year it was started as an initiative after there was a racial slur directed toward one of ISC's members at a cultural event. There was no clear cut avenue where to go to address the matter. The outcome was the Take A Stand Campaign, which takes a stand against racism. It is a work in progress and this year will be a campus wide campaign. This year there is an online submission for the campaign; students can take a picture of themselves with Take A Stand written across their hand. It is a way for anyone to join in the campaign. An event is planned for the following week in the tunnel with posters and information about racism and prejudice.

VP Topola introduced James Pepler.

Councilor Brown introduced Phoenix Rider and Max Fineday.

### 3. Council Address

#### 3.1 Amanda Smytaniuk – Prairie Program Manager

Move to go to informality.

**USCMotion040:** Councilor Brown/VP Nystuen

**Carried**

Amanda Smytaniuk is the Prairie Program Manager for Student Care Networks, which is the company that manages the student health and dental plan. She is addressing Council, along with her colleague Callen Davey, with a brief presentation on the health and dental plan and to provide Councilors with some statistics from the recent change of coverage.

The USSU Health and Dental Plan was established in 2001 by student referendum. As with any student fee on campus, students have to vote to have it charged to them. When it was sent to referendum it had over a 70% approval margin and is currently one of the largest services provided by the USSU, other than UPASS. The whole concept behind the health and dental plan is to provide students with extended health coverage that isn't typically covered under Saskatchewan Health. Student Care then administers that plan under the direction of University Student Council and the USSU Executives.

Student Health and Dental plans are provided by College and University Student Unions and Associations across Canada as a service to their members. The whole idea behind the health plan is to be a catch-all for students, so that everyone has a minimum level of coverage and that no student is in a position to discontinue their studies due to accident or illness. The health and dental plan is very similar to the ones provided by businesses and unions.

Individual student health and dental plans, as opposed to group plan, are cost prohibitive and nearly five times greater than the cost of the group plan.

There are four broad categories: health, vision, dental and travel. Under the health

category students are covered for things like prescriptions (80%), vaccination, health practitioner, visits to chiropractors and massage therapists, etc. The one thing to keep in mind is that the health and dental plan isn't 100% coverage. There are certain levels of coverage in all areas to keep the plan affordable to all students.

Under the vision area, students are covered for eye exams, eye glasses/contact lenses and laser eye surgery.

Dental coverage includes cleaning, fillings, root canals, gum treatments, etc.

The travel plan offered to students at the U of S is part of the best travel group plan in Canada. Students covered under their parents' health and dental plans can choose to just opt only into the travel portion, as it is more affordable than private insurance.

All full-time students at the beginning of the school year in Term 1 are automatically covered by the health and dental plan. The fee is automatically assessed as part of tuition. Other students, off-campus or part-time, are not automatically assessed the fee but do have the option to self enroll. Students can always check through PAWS to see if they have been assessed the fee.

Student Care started as a company founded by students in 1996. Since that time, they have grown to be the largest providers of student health and dental plans in the country. They are not an insurance company, nor do they work for an insurance company. Student Care works on behalf of the USSU. Student Care now represents almost 550,000 students and works with over 60 student unions and associations across Canada. The organization is very student-centered; student clients and student employees. Student Care works for students in two ways: as a consultant on the insurance side and on an administrative side with member services.

The system that Student Care uses is 100% integrated. There is a dedicated toll-free number for students as well as the on-campus office, located in upper Place Riel, making it very accessible to students.

Each year Student Care tries to address and approach every avenue possible to get the health and dental plan information out to students. Things such as info flyers, mail-outs to new students, articles in The Sheaf, USSU website and email reminders are sent out to inform students. Orientations are also provided for students throughout the year.

The website is very user friendly and accessible. The average time for students to opt out via the website was 5.5 minutes.

The health and dental plan requires proof of coverage to opt out. Proof must clearly indicate that the student is covered for both health and dental.

This year the health and dental plan at the U of S is up from last year; usually it is about a 50/50 split. Annual opt outs are at 20% and permanent opt outs are at 21%. The difference between the annual and permanent opt outs is that if a student opts out

permanently, they opt out for the duration of their studies at University.

Councilor Brown asked of the 59% of the people that have the health and dental plan how many actually use the coverage. Ms. Smytaniuk noted that any student who has the plan has the ability to be able to use it. She doesn't have a specific answer, but could get those statistics from the insurance company.

Move to go back to formality.

**USCMotion041:** VP Topola/Councilor Anderson (Arts & Sci.)

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – October 6, 2011**

Councilor Goudreau noted that the Education event is called Edtoberfest not Octoberfest.

Councilor Anderson (Arts & Sci.) noted it was Daryl Hofmann not Ishmael Daro who was in attendance from The Sheaf.

Councilor Steele noted the dates in the header and footer had typos.

##### **4.2 Executive Committee Minutes – October 11, 2011**

##### **4.4 Appointment Board Minutes – October 6, 2011**

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion042:** Councilor Brown/Councilor Anderson (Arts & Sci.)

**Carried**

#### **6. Business**

#### **7. New Business**

#### **8. Questions and Comments**

VP Topola reminded everyone that the Teaching Excellence Awards nominations open on Monday October 17. Forms will be available on the USSU website as well in the front office. Nominations are open from October 17 to October 31 to nominate your professors.

Councilor Thompson reminded Councilors that on Monday October 17, John Ralston Saul will be giving a lecture in Convocation Hall at 7 p.m.

Councilor Brown commented that the ISC has been in constant dialogue over the past few months. ISC is predicated on representing Indigenous and Aboriginal students on campus, yet they are not represented as well as they could be. Another member of student council is needed for better representation. Councilor Brown commented on the Bylaw Section 28 where it states one Councilor may be elected if the enrollment in the student society is less

than 1000. Two Councilors may be elected where student enrollment is over 1000. The Aboriginal population at the University is approximately 1900; University statistics say approximately 1720. In the October 4<sup>th</sup> edition of The Sheaf, an article mentioned that the current population is around 1900, which is about 9% of the student population on campus. Councilor Brown brought this topic up because he wanted feedback with what Councilors thought.

VP Nystuen commented that this has been something that Councilor Brown has brought to his attention. He noted it is something that had been discussed within the Executive and they feel it is an issue to be brought up at the next AGM and to deal with the Bylaw that governs this part of Council. Executive feels that is the most appropriate time to address the issue and changes if needed. By USSU definition, student societies are those bodies that represent an academic college as a whole, and the ISC being on that list, is not a student society but a representative Council for a particular group of students. VP Nystuen pointed out that there are many different groups of students and college departments that also have different representative Councils for themselves that are not recognized and do not have members of Student Council.

Councilor Brown pointed out that the ISC is listed as a Student Society under the USSU Policy.

Councilor Thompson quoted from the Bylaw on the topic of how many members of Council could be elected to represent a student society. Councilor Thompson asked members of the Executive if there had been legal opinion obtained by Council retained by the USSU and have we increased the amount of seats previously in the last four years.

VP Ferwerda commented that the Executive did meet with the lawyer when they were going over the Bylaws and the changes. Executive is still in deliberation over whether to split them up and whether colleges are going to be separate from interest groups or students on campus. The concern around this issue is something to bring up at the AGM and it is something he personally supports.

Member Nolan Waldner asked if the International Students' Association would also get an extra seat on Council, since there are more international students on campus than Indigenous students. He also pointed out that it was strange that, for example, a student in Arts & Science who is an Indigenous student would have yet another voice – it's double representation.

Councilor Anderson (Arts & Sci.) replied that Arts & Science students are already double represented through STM and Arts & Science.

Councilor Brown stated that the Internationals Students Association would have push for that themselves and that this initiative was coming from the ISC group. If any student group or society would want to go forward this getting an additional member on Council, they would be able to do so, but independently.

VP Nystuen noted that it is pretty clear that there is not a lot of clarity in this part as to who feels who should get what representation. This touches on the issue of double representation and equity for certain groups. The Executive has discussed the issues and he expects it will be brought forward as a motion at the AGM to make amendments to the Bylaw on Councilor representation. VP Nystuen also let Council know that proposals for change to the Bylaw are now open until November 7, 2011. Anyone from Council or a student can propose changes to the Bylaw and those will come forward at the AGM and be voted on by the students.

Councilor Thompson is concerned that this issue needs to be brought to an AGM and it has been in the Bylaw for several years. As well, Aboriginal representation in undergraduate students has been prominent in the last several years and in his opinion, he is unsure of why Council would want to bring the issue to an AGM as the U of S has the most Aboriginal students in Canada. More representation on Council would be a positive thing and not something that would need to be brought up at an annual general meeting, usually reserved to discuss weightier issues.

VP Ferwerda agrees with Councilor Thompson but notes that the biggest thing that was concerning the Executive was the problem of Council becoming too large and ineffective. That was something the Executive discussed with the lawyers and to ensure that if there is going to be another Aboriginal student on Council representing the ISC, that we are not going to create a precedent so that Council becomes so large it becomes ineffective. Student engagement is something that the Executive wants to encourage for Aboriginal students and for all other students on campus, but is tricky to ensure that Council doesn't become too large.

Councilor Thompson recognizes the concern that the Executive has; however, at his count with 16 student societies, as per subsection two, that would equal out to 32 Councilors if we maxed out every college and student society, including residence listed, which has had no representative for several years.

Councilor Anderson (Arts & Sci.) asked if this issue is brought forth at the AGM, immediately afterwards would there be a second Indigenous student on Council? USC Chair answered that whatever motion is passed at the meeting would take effect immediately.

VP Topola announced the ULC is putting on a number of public forums on different topics over the next three weeks. Topics such as reproductive rights, internet access a human right, food security, etc. VP Topola can send out a schedule to Council.

VP Ferwerda announced that he and Ryan Moccasin will be involved in the Take a Stand campaign Oct 17 – Oct 21. The week of Oct 24 – Oct 28 will be Green Yourself Week. In addition, something the Executive was working on over the summer was getting a bike tool stand on campus and it was a very complicated process, but it will very soon be a reality. VP Ferwerda will provide Council with more information as soon as the stand is up. Also,

VP Ferwerda announced a bike had been bought as a prize for the scavenger hunt that will be happening for Green Yourself Week.

Councilor Anderson (Arts & Sci.) asked if a member of Student Council actually win the new bike through the scavenger hunt. VP Ferwerda answered yes.

Councilor Bozek announced the Kinesiology Students' Society is having a hard time selling their Rider trip tickets for Sunday October 16<sup>th</sup>. If any Councilors are interested or know of anyone interested, the society will be in the tunnel trying to sell the tickets. A charter bus has been rented and will be out a lot of money if tickets do not sell. The cost is \$100 and that pays for the ride there and back, game ticket and a sub for the way home.

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion043:** Councilor Brown/Councilor Thompson

**Carried**

# Executive Committee

Minutes for Tuesday October 17, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Caroline Cottrell

Regrets: Alex Ferwerda

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1. **Call to Order**

The meeting was called to order at 10:10 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

**President Hitchings**

- Stat holiday
- Meeting with Roy Romanow
- Presidential Search Committee Meeting
- Executive Meeting
- Board of Governors Retreat (Wednesday, Thursday, & Friday)
- University Senate

**VP Topola**

- Stat – Thanksgiving
- Participated in USSU Comment Couch
- Meeting with PAL's at the ULC
- Volunteered at USSU Pride Centre
- Attended Executive Committee meeting
- ADO
- Attended class
- Attended Undergraduate Forum Meeting
- Attended USC
- Made final preparations for the opening of TEA nominations
- Sent plasma points and website updates to Jason Ventnor
- Handled academic grievance
- Contacted AAB re: our first meeting

**VP Nystuen**

- Statutory holiday
- Sick day
- Take USSU Van in for inspection
- Louis'/Browsers planning meeting

- Prepare for OFB meeting
- Respond to emails and phone calls about campus clubs
- Meet with GSA VP External Sunisha Neupane regarding provincial election
- Comm 401
- Operations and Finance Board meeting
- Type of minutes for Operations and Finance Board meeting
- USC
- Met with StudentCare representatives
- Begin planning for Transit Forum
- Call other student unions to discuss their campuses policy on food preparation and serving
- Review campus club ratification applications and funding requests

#### **VP Ferwerda**

- Executive Meeting
- More planning for next Comment Couch
- Class
- Campus Sustainability Meeting
- Planning for Take a Stand
- Green Yourself Week planning
- Class
- Operations and Finance Board meeting
- Picked up sweet bike for Green Yourself Week
- Council
- Hope the councilors actually read these and ask questions
- PACGSD Meeting
- Safety Phone Meeting
- Wrote Blog
- Take a Stand in the Tunnel
- External Affairs Board meeting
- Sustainability Board meeting
- Policy Research
- Status of Bike Stand Meeting
- Met with Shannon Dyck about GYW
- Wrote and nailed midterm

#### **4. Business**

##### 4.1 U of S Traditions

The University of Saskatchewan Alumni Association is looking into ways to bring back University traditions, like the Snake Dance, as a way to get students more engaged. They would like to talk to Council at an upcoming meeting.

#### 4.2 USC Chair

VP Topola will Chair an upcoming Council meeting.

#### 4.3 GSA Election Forum Partnership

VP Nystuen met with GSA VP External Sunisha Neupane about a partnership with the USSU regarding the provincial election. Forum will possibly take place on October 26, 2011. President Hitchings will be meeting with the GSA this week to discuss further.

#### 4.4 Good Food Junction

Good Food Junction, the grocery store in Station 20 West, approached VP Nystuen about renting a table in the tunnel to promote and gain sponsorship for the store. The USSU will sponsor a table in the tunnel if needed. GM Cottrell suggested getting the Food Centre involved as well.

#### 4.5 Transit Forum Project Proposal

**Move to approve Transit Forum Project Proposal (see attached).**

**EXECMotion068:** VP Nystuen/VP Topola

**Carried**

#### 4.6 Cold Beverage Contract

President Hitchings stated that under the new Cold Beverage Contract with PepsiCo Beverages, the USSU will get a profit of approximately \$65,000 - \$70,000 per year.

**Move to recess until 1:30 p.m.**

**EXECMotion069:** VP Topola/President Hitchings

**Carried**

The meeting reconvened at 1:30 p.m.

#### 4.7 Club Space Advertising

VP Ferwerda asked if there was going to be some kind of campaign to advertise the new campus club space? The response is that VP Nystuen will be letting clubs know, but was not intending a campus wide campaign since the space is intended for club, rather than general, use. By

consensus, the Executive determined that the space will be bookable throughout the day (8:30 – 4:30) in one hour blocks, with each club having no more than one booking per day. Bookings will be done through the main reception desk.

#### 4.8 Student Senator Policy

VP Nystuen raised the perennial problem of the Student Senator Election Policy. GM Cottrell noted that the Act only requires that Senators are elected from their Colleges, something that by definition, applies to MSCs. USC should therefore appoint. GM Cottrell recommends that henceforth Senators are appointed as they would be to any other board through normal USC process, that this is enshrined in the Bylaw and that the current policy is rescinded.

#### 4.9 Bylaw

There was a significant discussion about the language around forthcoming proposed changes to the USSU's Bylaw and how these might affect any current elections for councilors. The language will be reviewed again to ensure that it is not a source of confusion but rather clarifies who is represented at USC and with how many members. (VP Topola left the meeting to counsel a student at 2:00)

### 5. **Adjournment**

Meeting was adjourned at 2:20 p.m.

## **Executive Project Proposal**

### **I. Project #1**

- A.1. Project Name: USSU Saskatoon Transit Forum
- A.2. Proposed by: VP Reid Nystuen

### **II. Analysis**

#### **A. Background Information and Need**

- A.1. History: The USSU operates the U-Pass program and therefore are a major partner with Saskatoon Transit. As the agent operating between the students and the transit service provider we hold this event to allow students who use and pay for this service to voice their opinions.
- A.2. Issues: There is always room to improve for Saskatoon Transit. Issues such as late buses, early buses or buses being full and driving by people are reoccurring themes. This forum gives students a chance to directly ask questions or give feedback, positive or negative, to Saskatoon Transit.

#### **B. Target Group and Characteristics**

- B.1. Primary Target: U-Pass uses
- B.2. Secondary Target (s): All undergraduate students who pay for the U-Pass

#### **C. Vision and Mission**

- C.1. Vision & Mission: To allow a dialogue between the members in this partnership, those being students and Saskatoon Transit, and to constructively work together towards constantly improve the service that Saskatoon Transit provides.

#### **D. Key Considerations**

- D.1. Detailed Budget: \$50 for posters which will be printed at XL  
\$100 for food (likely pizza) will be done through Louis'
- D.2. Budget Line: 170-5490-00
- D.3. Total Budget: \$150
- D.4. Organizational Requirements: Book a room to hold the event in. Design a poster for the event. Advertise for the event (Buzzboards, plasmas, Sheaf back page, on website). Have Louis' cater the event.
- D.5. Timeline: Event to be held in November. Date TBD. Advertise at least 2 weeks in advance.

# External Affairs Board

Minutes for Monday, October 17<sup>th</sup>, 2011

Present: Scott Hitchings, Alex Ferwerda, Keith Flysak, Jared Brown, Brennan Field.

Regrets: Jessalyn Clark, Carly Babcock

Absent: Leon Thompson

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**1. Call to Order**

The meeting was called to order at 2:30 P.M.

**2. Call for Quorum**

Quorum was present.

**3. Business Arising**

The members of the external affairs board deliberated what should be included in the lobbying document that the University of Saskatchewan Students' Union (USSU) will be presenting either this week or next. It was decided that the USSU would lobby for the parties to address the following concerns:

1. Increasing the affordability and accessibility of Post-Secondary education, primarily through an increase to: scholarships, grants, and bursaries.
2. What the incoming Government of Saskatchewan would do to address the issue of environmental sustainability.
3. The shortage of affordable and quality housing available for students.
4. Applying pressure to the federal government to increase the Canadian Social Transfer in order to help the provincial government adequately address post-secondary concerns.
5. The shortage of certified daycare spaces for students on campus and in Saskatoon.
6. Funding for the Gordon Oakes-Redbear Student Centre.

Move to accept only the aforementioned points as those that the USSU shall include in its lobbying document put forth during the 2011 Saskatchewan Provincial Elections.

**EAB Motion 01**

Scott Hitchings/Keith Flysak

Carried.

**4. Adjournment**

Motion to Adjourn.

**EAB Motion 01**

Scott Hitchings/Brennan Field.

Carried.

The meeting was adjourned at 3:28 P.M.

# Operations & Finance Board Meeting

## October 13, 2011

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, , Jenna Moellenbeck, Reid Nystuen, Justin Wood

Regrets: Noel Zimmer, Caroline Cottrell

Meeting called to order at 1:12pm

### **Introductions & Announcements**

The board members introduced themselves to one another.

### **Board Presentations**

VP Nystuen gave a PowerPoint presentation about the Operations and Finance Board. The presentation touched on the expectations for the board members and what the board members can expect from VP Nystuen. The presentation also outlined the powers, duties and responsibilities of the board. An overview of the campus group ratification process and funding request process was also presented to the board members.

### **Business**

#### **Ratifications**

Prairie Party Planners (PPP)

Environmental Studies Student Association (ESSA)

Saskatchewan Urban Native Teacher Education Program (SUNTEP)

**OFB Motion01** Nystuen/Ferwerda

Carried

*Prairie Party Planners ratified on the condition that they submit a proper bank statement by October 27, 2011.*

#### **Funding Requests**

- Indigenous Students' Council- Role Model Program  
Requested an amount over \$500 requiring a presentation, but were not able to make the meeting to present. They will present next week.
- Physiology/Pharmacology Students Society- Faculty Dinner- \$500  
Event to be held October 14, 2011. Approve the funding if the club continues to hold the event.  
*VP Ferwerda declared a conflict of interest and removed himself from the discussion and vote.*

**OFB Motion02** Konkin/Froh

Carried

- U of S New Democrats- Candidates meet and greet- \$250

**OFB Motion03** Froh/Wood

Carried

- Chemical Engineering Student's Society- Weekly food sales- \$450
- OFB Motion04** Wood/Konkin Carried

### **Questions & Comments**

VP Ferwerda suggested Doodle be used to set up a mutually agreeable time for everyone to meet.

### **Adjournment**

**OFB Motion05** Nystuen/Froh

# **University Students' Council Agenda**

Thursday October 27, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Samantha Holmgren - University of Saskatchewan Alumni Association**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – October 20, 2011**
  - 4.2 Executive Committee Minutes – October 24, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report – October 24, 2011**
  - 4.9 Operations & Finance Board Minutes and Report – October 24, 2011**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
  - 7.1 Radio Show**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Changes to Member of Student Council Elections**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday October 20, 2011

## **Present**

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Jenna Moellenbeck, ESB  
Lesley Tyler, Nursing  
Gillian Paton, Medicine  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Desiree Steele, STM  
Adam Gartner, Engineering  
Rylan Goudreau, Education  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM  
Kelsey Froh, ESB  
Adam Stenerson, Dentistry

## **Also Present**

Kelsey Topola, VP Academic Affairs/USC  
Chair  
Caroline Cottrell, General Manager

## **Regrets**

## **Absent**

## **Guests**

James Pepler, Admin.  
Max Fineday  
Ryan Moccasin - ISC  
Tannara Yelland – The Sheaf

Meeting was called to order at 6:00 pm.

### **1. Agenda**

Move to adopt the agenda

**USCMotion044:** Councilor Brown/Councilor Thompson

**Carried**

### **2. Introductions and Announcements**

President Hitchings introduced Tannara Yelland from The Sheaf, Ryan Moccasin the ISC President and Max Fineday.

VP Ferwerda introduced James Pepler.

### **3. Council Address**

**4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – October 20, 2011**

**4.2 Executive Committee Minutes – October 24, 2011**

**4.8 External Affairs Board Minutes and Report – October 24, 2011**

**4.9 Operations & Finance Board Minutes and Report – October 24, 2011**

**5. Motions Arising from Minutes and Reports for Information**

Move to accept the recommendation of the External Affairs Board on the lobbying points.

**USCMotion045:** President Hitchings/Councilor Brown **Carried**

Move to adopt the minutes.

**USCMotion046:** Councilor Steele/Councilor Thompson **Carried**

**6. Business**

**7. New Business**

**8. Questions and Comments**

Councilor Thompson apologized for not being able to attend the External Affairs Board meeting due to other commitments and was unable to send regrets. He will be at the next meeting.

Councilor Thompson reminded Councilors that the Teaching Excellence nominations were currently open and can be picked up in the USSU main office and tunnel. He suggests that Councilors nominate a professor and get involved.

VP Nystuen added that Teach Excellence nominations were being accepted until October 31<sup>st</sup>. He also provided Councilors with nomination forms to fill out if they so choose.

VP Ferwerda shared an announcement from the Food Centre. Jared Tam, the Food Centre Coordinator, will be organizing Trick 'or' Eat this year, so any Councilors wanting to get involved should contact him. It's a really great initiative where students/volunteers go door-to-door collecting food items for the Food Bank. In addition, the Drag extravaganza is happening on Saturday, October 22. Tickets can be picked up at the Pride Centre or Information Centre. VP Ferwerda also spoke about Green Yourself Week, which will be happening the week of October 24-28. Extra posters were available for Councilors to take back to their colleges. The movie *Flow* will be presented in the Neatby Timlin Theatre on Monday October 24, with free popcorn available. The movie focuses on water scarcity, the privatization of water in developing countries and what water really means for the world

today. VP Ferwerda encourages Councilors to spread the word on the movie viewing. A bike is also up for grabs through the scavenger hunt on campus. Other events include a lecture from Raj Patel, screening of the movie *Home*, and beer tasting at Louis'. VP Ferwerda encourages Councilors to check out the Green Yourself Week events.

Councilor Steele announced the lecture series held every year at STM called the Keenan Lecture, will be held on October 25<sup>th</sup> at 7:30 p.m. in the STM auditorium. Fr. James McConica will be presenting the lecture called "Is There a Catholic Humanism".

President Hitchings announced that on Thursday, October 27 at 1:30 p.m. in Neatby Timlin (Arts 241) there will be a candidate forum for Saskatoon Greystone, which is the riding that Rob Norris, Minister of Advanced Education, currently holds. Rob Norris of the Sask Party and Peter Prebble of the NDP will be debating one another. There are hopes of a Green Party candidate and Liberal candidate in attendance as well. President Hitchings urged Councilors and students to attend.

Councilor Bozek asked if there were specific neighborhoods for the Trick 'or' Eat event. VP Ferwerda commented that the Coordinator had a map of the city with volunteers appointed to specific areas. Jared will be in the tunnel Friday morning with information on the event.

Councilor Goudreau announced Ed-toberfest, which was held the previous Saturday, raised a good amount of funds for the Girls and Boys Club. He thanks those Councilors who attended for coming to the event.

Member Tannara Yelland announced The Sheaf was hosting a beer night at the Hose & Hydrant on Friday November 4, from 7-9 p.m. Everybody is invited and the price is \$10.

## **9. Other Business**

### **9.1 Indigenous Student Representatives and International Student Representatives**

President Hitchings wanted to clarify the concerns that were brought up last week surrounding Council Representatives. In the summer the Executive went over the Bylaw with the lawyer and the confusion arose because they wanted to get rid of the wording, because it's not student societies represented, it's colleges. In that regard, changing the wording from society to college, the Bylaw could no longer keep the Indigenous Student Council and International Students in that group, just because they are not colleges. They were separated out into their own subsection, so that it's the International Students and the Indigenous Students. The same rules apply to them as they apply to every single college. Therefore, if there are more than 1000 Indigenous Students, then they are entitled to two spots on Council just as every other college is. So there is no change to the Bylaw that needs to be made and no motion is needed. The Indigenous Student Council can hold an election for their second representative right now if they want to. President Hitchings commented that he would be in touch with the International Students and will try to get some people to run in an election held by the USSU.

Councilor Thompson asked if the Bylaw presented was the final revision. President Hitchings commented that it is the most current one and will likely be put forward at the AGM next month. If there are any issues on the wording, let Executive know within the next few weeks.

## **9.2 Student Senate Appointments**

President Hitchings reminded Council there are two senate meetings each year. The first meeting was the past weekend, in which there were only four student representatives instead of six. The Executive has decided to appoint the extra two representatives from Council instead of holding elections. The next meeting will be in April 2012.

Move to open nominations for the two remaining Student Senate positions.

**USCMotion047:** President Hitchings/VP Nystuen

**Carried**

Councilor Goudreau nominated himself.

Councilor Brown nominated Councilor Steele. She declined.

Councilor Steele nominated Councilor Brown. He is already a Senator.

Councilor Stenerson nominated himself.

Acclaimed to Student Senate:

Councilor Goudreau

Councilor Stenerson

Move to close nominations.

**USCMotion048:** President Hitchings/Councilor Gartner

**Carried**

## **10. Adjournment**

Move to adjourn.

**USCMotion049:** Councilor Anderson (Arts & Sci.)/Councilor Bozek

**Carried**

# Executive Committee

Minutes for Monday October 24, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:05 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

**President Hitchings**

- Cold Beverage Committee Meeting
- in the tunnel for International Day for the Elimination of Poverty
- executive meeting
- external affairs board meeting
- meeting with GSA VP External
- Class
- Meeting with Russ Isinger, Registrar
- Meeting with Professor
- Wrote Blog
- Wrote speech for University Council
- Occupational Health & Safety Meeting
- Class
- University Council
- University Students' Council
- Exec Photos
- Huskie's luncheon
- Sheaf interview
- Convocation

**VP Topola**

- Attended Learning Charter Implementation Subcommittee meeting
- Attended Class
- Instructed Learning Community for the ULC
- Handled academic grievances
- Attended Undergraduate advising council meeting

- Gathered TEA nominations
- Attended meeting with fellow PAL's at the ULC
- Volunteered at USSU Pride Centre
- Attended Executive committee meeting (parts 1 & 2)
- Attended meeting between Student clubs, Risk Management and Room Scheduling
- Attended APC meeting
- Attended University Council
- Chaired USC
- Posed for Executive photos
- Attended Scholarships and Awards Committee meeting
- Attended RSAW meeting
- Sent plasma points and blog to Jason Ventnor

### **VP Nystuen**

- Exec meeting
- Sustainability board meeting
- Two Academic Days Off
- Meeting with Engineers without Borders about their fair trade event
- Meeting with Prairie Party Planners regarding Monster Mash
- Meeting with Drama Student Association
- Prepared for Operations and Finance Board meeting
- Organized Transit Forum
- Executive photos for plasma screens
- Off the leash Huskies luncheon

### **VP Ferwerda**

- Executive Meeting
- Class
- President's Committee on the Status of Women
- Take a Stand all week in the tunnel in the mornings
- Class
- Sustainability Board Meet/Greet
- Meeting about Green Yourself Week
- Council
- ASSU Meeting
- Exec Photos
- Wrote sustainability Speech
- Planned even further about Green Yourself Week
- Picked Up Flow
- Campus Sustainability Day Speech

- Hassled Dwight at FMD about the bike tool repair stand

#### 4. **Business**

##### 4.1 Bike Tool Stand Logo

Details to come as it is still a work in progress.

##### 4.2 Radio Show

VP Ferwerda voiced concern on the longevity of the USSU Radio show without the support of the Executive. It is a good way for USSU publicity, but is questionable as to how many people actually tune in on a regular basis.

**Move to approve funding for the radio show.**

Deferred to the Council meeting on October 27, 2011.

##### 4.3 RASC

Regional Arts & Science Committee (RASC) would like one Executive member to attend their meeting on Friday November 4<sup>th</sup> from 10 a.m. – 2 p.m. Executive would have to give a presentation on the USSU.

**Move to send VP Nystuen to the meeting.**

**EXECMotion070:** President Hitchings/VP Ferwerda

Carried

##### 4.4 Residence represented on Council

VP Ferwerda brought up the issue of there being no residence representative on Council. There has been no MSC for a long time and representation would garner more student engagement from residence. VP Nystuen noted that there are many ways for residence students to get involved and engaged in the University and the USSU.

##### 4.5 ISC

The Executive received a concerned email from ISC President Ryan Moccasin regarding the removal of the word 'council' from the bylaw in regards to an MSC representing the Indigenous Students' Council. The Executive discussed that the change would be to bring the bylaw in line with all the other changes: namely that MSCs do not represent their student societies, they represent the College of Law, or the College of Nursing, or the Indigenous Students, or the International Students, not the Law Society, the Nursing Society, the Indigenous 'society', or the International 'society'.

President Hitchings will explain the change further at Council on Thursday.

VP Nystuen raised a concern about the process of the election for a second ISC member. He pointed out how there are similarities between

the manner this election is being handled and how one held by the ASSU a few years ago was handled, reminding the Executive that the results of the one held by the ASSU was rejected due to a lack of advertising for the election.

President Hitchings noted that the main difference between the two is that there will be a call for nominations for the ISC councilor, where none were made for the ASSU.

5. **Adjournment**

Meeting was adjourned at 9:35 a.m.

# External Affairs Board

Minutes for Monday, October 24<sup>th</sup>, 2011

Present: Scott Hitchings, Alex Ferwerda, Keith Flysak, Jared Brown, Leon Thompson.

Regrets: Jessalyn Clark, Carly Babcock, Brennan Field

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**1. Call to Order**

The meeting was called to order at 3:00 P.M.

**2. Call for Quorum**

Quorum was present.

**3. Business Arising**

The members of the external affairs board again deliberated what should be included in the lobbying document that the University of Saskatchewan Students' Union (USSU) will be presenting to the parties and to the media. It was decided that the lobbying document in its current form is what will be presented.

**EAB Motion 03**                      Scott Hitchings/Jared Brown                      Carried.

**4. Adjournment**

Motion to Adjourn.

**EAB Motion 04**                      Scott Hitchings/Jared Brown.                      Carried.

The meeting was adjourned at 3:20 P.M.

Operations & Finance Board Minutes  
October 24, 2011

Present: Alex Ferwerda, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen

Not Present: Caroline Cottrell, Kelsey Froh, Justin Wood, Noel Zimmer

Meeting called to order at 3:07pm.

**1. Adoption of the Agenda**

VP Nystuen moves to add 5.1.5 Jewish Student Association, 5.1.6 World University Service of Canada: University of Saskatchewan Local Committee and 5.1.7 Archaeology Student Association.

**OFB Motion06** Nystuen/Ferwerda

Carried

**2. Introductions & Announcements-** None were made.

**3. Board Presentations-** Nothing on the agenda.

**4. Review of minutes**

4.1 October 13, 2011

**5. Business**

**5.1. Ratifications**

5.1.1. WCVN Equine Club: Student Chapter of the AAEP

5.1.2. Biochemistry Students Association

5.1.3. Northern Administration Students' Association

5.1.4. Law Students' Association

5.1.5. Jewish Student Association

*Jewish Student Association ratified on the condition that they submit a valid bank statement within 2 weeks.*

5.1.6. World University Service of Canada: University of Saskatchewan Local Committee

5.1.7. Archaeology Student Association

**OFB Motion07** Nystuen/Moellenbeck

Carried

**5.2. Funding Requests**

5.2.1. Indigenous Students' Council- \$1000 Role Model Program

The ISC was not able to make it to this meeting time to present their funding request.

6. New Business

7. Questions & Comments

8. Adjournment

Meeting adjourned at 3:18pm.

**OFB Motion08** Nystuen/Konkin

Carried

# **University Students' Council Agenda**

Thursday November 3, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 The U of S Student Binge Drinking Prevention Committee**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – October 27, 2011**
  - 4.2 Executive Committee Minutes – October 27 & October 31, 2011**
  - 4.3 Academic Affairs Board Minutes and Report**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report**
  - 4.10 Student Affairs Board Minutes and Report – October 25, 2011**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Elimination of Board of College Presidents**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday October 27, 2011

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic  
Lesley Tyler, Nursing  
Gillian Paton, Medicine  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM  
Annie Lucas, Nursing  
Kelsey Froh, ESB  
Noel Zimmer, Engineering

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Adam Stenerson, Dentistry  
Rylan Goudreau, Education  
Desiree Steele, STM

## Absent

## Guests

James Pepler, Admin.  
Ishmael Daro – The Sheaf  
Daryl Hofmann – The Sheaf  
Samantha Holmgren – U of S Alumni  
Association

Meeting was called to order at 6:07 pm.

## 1. Agenda

Move to change 7.1 Radio Show from New Business to 6.1 under Business.

**USCMotion050:** President Hitchings/VP Thompson

**Carried**

Move to adopt the agenda

**USCMotion051:** Councilor Anderson (Arts & Science)/Councilor Brown

**Carried**

## 2. Introductions and Announcements

VP Ferwerda introduced Ishmael Daro of The Sheaf.

VP Topola introduced James Pepler.

VP Nystuen introduced Samantha Holmgren of the University of Saskatchewan Alumni Association.

### **3. Council Address**

#### **3.1 Samantha Holmgren – University of Saskatchewan Alumni Association**

Move to go into informality.

**USCMotion052:** Councilor Brown/Councilor Thompson

**Carried**

Samantha Holmgren, a third year Nutrition student, is working with the University of Saskatchewan Alumni Association on a project regarding traditions. It's important to look at traditions because they help bond fellow students and colleges together. During the over 100 years, traditions have merged, changed and disappeared. There have been things like Frosh Week, the Snake Dance, E-Plant and many others that no longer take place.

The first goal of the Traditions Project is to try to capture as many past and current traditions as possible to document them for the future. The second goal is to explore and encourage the continued growth of traditions. Ms. Holmgren is attempting to meet with representatives from all the student societies across campus. She has already met with a few groups and is looking forward to meeting with the other societies.

Move to go back to formality.

**USCMotion053:** Councilor Anderson (Arts & Sci.)/VP Ferwerda

**Carried**

### **4. Minutes and Reports for Information**

#### **4.1 University Students' Council Minutes – October 20, 2011**

#### **4.2 Executive Committee Minutes – October 24, 2011**

#### **4.8 External Affairs Board Minutes and Report – October 24, 2011**

VP Nystuen asked if the Committee could enlighten Council on what some of things they will be lobbying for in the final weeks of the election campaign.

President Hitchings commented that he will email out the lobbying documents to Council. He noted there are six points, each of which has at least one or two sub points. The points are: increasing accessibility and affordability, environmental sustainability, increase to the Canadian Social Transfer, housing, childcare and funding for the Gordon Oakes-Red Bear Student Centre.

VP Topola asked about the details of the Canadian Social Transfer.

President Hitchings commented that Transfer has to do with the basics of federalism. The

Federal Government can tax on a much wider array of things than can the Provincial Governments. So the Federal Government has a lot more money than the Provincial Governments, but the Provincial Governments have a lot more responsibilities than the Federal Government. In order to make up for this difference, Federal Government has always transferred money from the Federal level to the Provincial level, done in a number of different ways. In 1994 it was changed to the Canadian Health and Social Transfer (CHST) which was a big lump sum given from the Federal Government to every single Provincial Government to look after all things health and social. In 1995, in order to balance the budget and get rid of the giant deficit the Federal Government decided to slash the CHST. A large portion of the social part of the CHST went to post-secondary education. Then in 2003, they divided the CHST to the Canadian Health Transfer and the Canadian Social Transfer. Now, a lot of the Canadian Social Transfer goes to post-secondary education. Since 1995, when the giant cut was made, there has never been an attempt by the government to restore the Canadian Social Transfer at a level that it should be at had those cuts not been made. Instead it has just been increasing by small increments every year, thus making tuition go up every year since. The point is to get the Provincial Government to lobby the Federal Government to increase the Canadian Social Transfer to get more money into post-secondary education without having to raise tuition, without having to raise taxes, and so on.

#### **4.9 Operations & Finance Board Minutes and Report – October 24, 2011**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion054:** Councilor Thompson/Councilor Brown

**Carried**

### **6. Business**

#### **6.1 Radio Show**

VP Ferwerda noted that the USSU has had a radio show for many years and as of recently the External Affairs position had been lost, and typically the radio show fell under that profile. This year VP Ferwerda has taken over the radio show responsibilities. There has been a request for \$240 to keep the radio show going by CFCR, which was brought up at the Executive meeting but was decided to bring it to Council to be debated. Up for debate is essentially if the radio show is effective and if it is a good way to communicate with students.

*Error in recording.*

VP Topola asked if some clarity could be provided as to whether or not the radio show will be lost if the \$240 was not approved. VP Ferwerda commented that his understanding is that the USSU would not necessarily lose the radio show, but would lose the respect of CFCR, who will make the decision to cut the radio show.

Councilor Brown noted that he was under the impression the CFCR gathered their funds

through donations, being that it is a community radio show.

*Error in recording.*

VP Ferwerda commented that it is typically the hosts who go out and collect the money.

Councilor Konkin asked about the programming that the USSU puts on the radio show. VP Ferwerda remarked that the show is hosted on Tuesdays. VP Ferwerda goes to CFCR by himself, as the rest of Executive does not feel it is not necessary, which is ok because there is no way of telling how effective the radio show is. It last for half an hour starting at 7 p.m. VP Ferwerda asked how many Councilors have tuned in to the radio show – three were noted.

Councilor Thompson spoke in favor of the \$240 to CFCR. He noted that the event that they hold annually, FM-Phasis, is their main pledge gathering time. They really need the money because they try to keep the station as free from corporate influence as possible. They do put on some quality programs. Councilor Thompson thinks it is fantastic that the USSU has a window to the rest of Saskatoon, even if it's not as known as it has been in previous years. He believes the USSU gets a great benefit from working with CFCR. Last year when Councilor Thompson was in charge of the radio show, he tried to fundraise at Council meetings. He highly recommends moving the pledge and Council should approve it.

VP Nystuen spoke against the motion for the \$240 pledge. The radio show has been done for years, but there is no way of measuring its effectiveness. It is extra time out of whichever VP chooses to take it on now that it does not actually fall into a specific portfolio. It is also \$240 that essentially the USSU is writing a cheque for to do the radio show and yet the USSU hasn't even sought to get pledges, which was done last year unsuccessfully. There are lots of ways the USSU tries to engage and reach out to students. He believes that the money could go towards other events that do engage students and could be more effective.

Councilor Brown asked what would make the radio show more worthwhile for students to tune in and listen for that half hour.

*Error in recording.*

VP Ferwerda commented that on the show he does play his own music, but also announces USSU events and gives more insight to what the USSU is all about. He noted that the USSU Centre Coordinators have expressed interest in sitting in on the radio show to talk more about what they do. In addition, Councilors were also invited to attend. The show could essentially be a discussion of issues brought forth.

*Error in recording.*

Councilor Konkin asked when the FM-Phasis fundraising period is over and when the

cheque had to be sent in. He noted that it might be a good idea to have Councilors listen in to the radio show to get a better understanding of it, and then make their decision.

VP Ferwerda stated that the fundraising period was over and that CFCR would need the cheque sooner than later.

Councilor Thompson responded to VP Nystuen's concerns over the amount for the radio show, that \$240 for 52 weeks of broadcasting every Tuesday across the city is unmatched by any other standard. Going to a different radio station to advertise, it would be even more money. He believes that the \$240 to reach out into the community is a fantastic value for what the USSU is getting out of it. As well, not only USSU events are announced but also student association events, college events, university events, etc. The radio show is a really good way to get people who may never have had an interaction with the university, a chance to get a peek into the lives of students.

*Error in recording.*

President Hitchings commented that he agrees with Councilor Thompson in that the \$240 is a good deal, but that is not the point. The point is are we spending \$240 to have a VP go down to the radio station for half an hour, speak into a microphone and have absolutely nobody listening to what he is saying. That is what needs to be decided. Is it worth it to have \$240 spent on a radio show that hardly anybody listens to.

Councilor Zimmer asked if there was a way to get people to call into the radio show to gather how many people are listening at that time. VP Ferwerda noted that someone had called in once to request a song. VP Ferwerda also disagreed with President Hitchings noting that there is no way of actually knowing how many people are tuning in every week. A poll can be set up, but how many of those people listening will take time to find it or care about filling it out.

*Error in recording.*

Councilor Brown noted that one of CFCR's morning shows has been on for years, and they must find some value from it, either from people calling in or praise from outside groups. Councilor Brown is wondering if any praise has come from listeners. VP Ferwerda commented that he has not received a letter of praise or anything of that nature. He also notes that if Council decides to cut the radio show now, it will be very hard to get it back in the future.

VP Topola pointed out that the USSU does have a way to quantify how many people we reach and when because over Facebook we can tell how many people are on our wall, etc. She wonders if using social media is a better way to reach people and to know the USSU is reaching more people.

USC Chair briefly noted that this debate has been different than most debates. Typically when a motion is on the floor, everyone gets two chances to speak on it. However, there

has been a lot of questions and he can't make VP Ferwerda answer only two questions and then can't speak anymore. As such, he is roughly keeping a tally of who is making debate points and how many times each. A motion has been put on the floor to increase the number of speaking rights to four each.

VP Nystuen believes it should be lowered to three. He believes that if every Council member spoke four times they would be there all night.

President Hitchings disagrees with VP Nystuen.

Move to increase everyone's speaking rights to four.

**USCMotion055:** Councilor Thompson/\_\_\_\_\_

**Carried**

Councilor Thompson commented that the way CFCR rates the success of its shows is by the actual amount that FM-Phasis draws in, via pledges from listeners and interested members of the community. There is no actual way to figure out how many people are tuning into each specific show because it doesn't exist. Councilor Thompson figured out that for every USSU radio show it costs \$4.62 per week. As such, he sees inherent value in the radio show.

Councilor Konkin noted that even though the pledge will be late if it passes, it might be a good idea to try and reevaluate the commitment to the radio show. He suggests that maybe the USSU look into something like podcasts.

*Error in recording.*

Member Ishmael Daro commented that he has been a host at CFCR for five years and he values the station very much. He noted that \$240 is the bare minimum and it's not as though you are paying for the privilege. It is a community radio station that relies on donations. If the USSU can't gather \$240 then don't do the show. At this point the USSU has taken a year of programming and if the \$240 isn't paid, it shows incredible lack of respect to the organization. He suggests that the \$240 be found to do the show because the USSU isn't valuing the half hour.

Councilor Clarke commented on the suggestion that not enough advertising was done last year and mentioned that Councilor Goudreau announced it at every Education Student Society meeting. She also noted that there were a lot of members on the society that listened to the radio show. She also pointed out that she had no idea there was a USSU radio show until last year, so that speaks a ton toward the promotion that went into the radio show.

Move to call to question.

**USCMotion056:** Councilor Gartner/VP Topola

**Carried**

Move to accept the \$240 pledge that CFCR requested for the USSU Radio Show.

**USCMotion057:** VP Ferwerda/Councilor Thompson

**Carried**

**7. New Business**

**8. Questions and Comments**

VP Topola reminded Council that Teaching Excellence nominations were open until Monday October 31 at 4 p.m. She also mentioned on behalf of the Pride Centre Coordinator, Keegan Epp, the Ally Campaign for diversity that currently being held.

Councilor Brown asked if a nomination could be submitted for the Teaching Excellence Awards for Term 2. VP Topola commented that yes, a nomination can be submitted ahead of time for Term 2.

Councilor Konkin noted that a wrong date had been provided for the Keenan Lecture, which was going to be held later that night, Thursday October 27 at 7:30 p.m.

VP Nystuen has organized a USSU Transit forum to be held on November 16 at 1:30 p.m. in Arts 106. There will be a couple representatives from Saskatoon Transit in attendance so it is a chance for students to come and give opinions, feedback, suggestions, etc. It is a chance for students to talk to the people who run the UPASS and bus service.

Error in recording.

Due to error an in the recording an unknown Councilor spoke of an event to be held on November 4 & 5 at 7:30 p.m. at the Broadway Theatre. Event is a talent show between all the Health Science colleges. Tickets are being sold in Place Riel and at the door. All proceeds go to the Hope Cancer Help Centre.

Move to give GM Cottrell speaking rights.

**USCMotion058:** Councilor Gartner/President Hitchings

**Carried**

Error in recording.

GM Cottrell spoke of the Engineering prank where a sign was assembled on the new roof of Place Riel, although she was thankful it wasn't a car.

Councilor Thompson reminded Council that Halloween was coming up and to check their candy because there may be something nasty in it.

VP Ferwerda also reminded Council that there was still time to sign up for Trick 'or' Eat. He also commented that Green Yourself Week was happening with exciting events and so far has been an interesting campaign and something that will happen again next semester.

VP Ferwerda would like to see Councilors attend the last Green Yourself Week event, an Indigenous knowledge teaching Friday October 28 at 1:30 p.m. in Kirk Hall. VP Ferwerda commented that he has thoroughly enjoyed planning Green Yourself Week.

*Error in recording.*

Move to give James Pepler speaking rights.

**USCMotion059:** President Hitchings/ \_\_\_\_\_

**Carried**

James Pepler commented that in less than a month he will be coming to Council with people from Risk Management to talk to Councilors about a mass notification system. It's something that's going to be brought to campus relatively soon and is an opt-in system. The system is a preventative measure and something the University should have, as other Universities are way ahead of us in this technology. He would like Council to think of the best way to access themselves and their classmates through a notification system, like text messaging. Text messaging is probably one of the best opt-in options. A system will be created for those who chose to opt-in, even if there is one person in a class who gets the notification, they can be the ambassador and be able to warn the class of a dangerous situation.

## **9. Other Business**

### **9.1 Changes to Member of Student Council Elections**

*Error in recording.*

President Hitchings noted that he touched on this subject briefly to quell concerns that were brought up. Executive would like to explain the proposed changes to the Bylaw that will be coming forward at the AGM and for Council to have a chance to look at it before seeing it at the AGM. President Hitchings would like to explain further the change to get rid of the language surrounding "Student Societies" and replacing it with "Colleges". He reminds Council that they represent their College and not their Student Society and that they represent all the students in their College. In order to make that clear, the USSU got rid of the wording "Student Society" and simply replaced it with "College". In changing the language, the USSU could also no longer have the Indigenous Students' Council or the International Students' Association, for the simple fact that they are not Colleges. Therefore, the USSU has broken that out into a separate section. Representatives will be required from the International Students and the Indigenous Students, not the International Students' Association and the Indigenous Students' Council. It's not the Indigenous Students' Council that these people represent; it is the Indigenous students at the University of Saskatchewan that they represent. The same goes for the International Students. That is the reason for getting rid of the word Council and Association, as well as changing Student Society to College.

President Hitchings went on to talk about elections. He noted that part of what the Executive did for reviewing the Bylaw was to bring in a local expert on non-profit

governance, Don Story, a professor in the department of Political Studies. He does a lot of work on non-profit governance. He has restructured organizations to make them run more smoothly because lots of times in non-profit organizations governance and administration tend to be mixed far too much. President Hitchings notes that most of the changes that will be coming forth at the AGM are simple housekeeping changes and are ridding from the bylaw things that have nothing to do with governance. As for the election of MSCs, USC is essentially the USSU Board of Directors and therefore it is very strange for an organization to be controlled by a Board of Directors over which it does not hold the power to elect. Right now in the Bylaw, the elections are not held by the USSU but by the Student Societies. The members of Student Council belong to the USSU, even though they are elected by the Student Societies and the Bylaw says that they have to be elected in free, fair, and open elections. There is no way of controlling that right now because the elections are not held by the USSU. So Executive would like to bring the elections under the USSU to ensure that we are in control, yet the election process will remain the exact same. The only change will be that the USSU does it all instead of the Student Societies, because then the USSU is in control of its own elections and can make sure the elections are done in a free, fair, and open manner. The other big reason for the change is so that the elections for the USSU and USC will happen on the same days. So it will be one giant campaign for every single person on Council and Executive, and hopefully this will drive voter turnout up.

*Error in recording.*

Councilor Brown commented that he had a few concerns with the changes, mainly with removing the word Council and Association. He believes it delegitimizes the groups and takes away from the information flowing from all the students. He noted how each Councilor goes back to their Councils and tells them what happens at meetings. The ability for information to trickle down through everybody will be lost with the proposed language changes. If these Colleges are sending reps, as legitimate Colleges and legitimate bodies, then there should be no reason why the ISC or the ISA should lose any legitimacy in the Bylaw. In Councilor Brown's interpretation, you are not representing your college but representing your group but if you are able to be sent by your College and go back to your College and tell them what's going on, then in a sense, yes you do represent your College. Therefore, he would represent the group. Councilor Brown points out that being on Student Council, it's training for leadership and allows one to be able to debate and talk about issues. He personally believes that losing the legitimacy on the USSU demotes Aboriginal students because they will not have the same chance to represent students. And by doing so, there is a damper on those students, international and Indigenous students respectively. Councilor Brown notes that he would not be at USC if it weren't for ISC. He stands very strongly and disagrees with the proposed changes to the Bylaw.

President Hitchings commented that the point of bring these proposed changes is not to get a motion on it or have USC vote on it. The point was to bring it to Council and let everyone know about the changes and to discuss it. Thoughts and comments are welcomed from Councilors. He notes that the definition of a Student Society at the beginning of the Bylaw says that Student Society means your College, school, institution or group. So even

though it says Student Society, you still don't represent your Student Society, you represent your College. President Hitchings reminded Council that there is nothing stopping them from not going back to their Student Societies ever again because Councilors do not belong to their Student Society, they are representatives of the USSU on USC. All this Bylaw change is doing is bringing the language in line with what would happen anyway and with how it is working now. The language in the Bylaw seems like Councilors have to represent their Student Society, but they don't actually. The Executive decided on the language change after much consideration and deliberation. There was logic behind the decision and it wasn't intended to delegitimize the ISC whatsoever, because it is a great organization. President Hitchings encourages Council to bring up their opinions.

*Error in recording.*

Councilor Konkin questioned the language of "requiring Councilors" as well as to where students would have to submit their applications to be elected.

President Hitchings commented that nominations can be brought to the USSU main office. It would be the same for running for an Executive position. The plan is to move the nomination period. President Hitchings also notes that to make sure the ISC and ISA are still recognized groups, the way that that happens is not through the Bylaw right now, but is through being ratified as a student group. This is how any student group becomes recognized on campus. President Hitchings is more than willing to change any other language problems in the Bylaw.

*Error in recording.*

Councilor Stevens believes the abysmal voter turnout could be attributed to the online informality and in the Law College they have a great turnout for elections. Taking that away that power from the Student Society and placing the voting online, he believes the voter turnout will go down, at least in the College of Law he can almost guarantee it.

*Error in recording.*

President Hitchings pointed out that Executive were interested in getting ideas for ways to better the voting process. The USSU would either be able to get Law Students' Association or other Student Associations to go where they would have gone anyway to vote, set up a polling station and help the USSU to hold the election as the Association has held it in the past. This may help in voter turnout.

Councilor Clarke pointed out in the College of Education during their elections, they have a large MSC board with posted platforms and candidate pictures. They also set up their polling station in the middle of the College, so when people are walking by they can read the platforms, recognize the candidates faces and vote. She also clarifies that there is a concern with the idea of abandoning Student Societies, because they feel they represent the views of the student body. Councilor Clarke would like a clarification that the changes in

the Bylaw do not really truly affect those relations with their Student Society, it mainly states that a Councilors first priority is USC and representing their College as a whole and second priority is to represent those Student Societies.

President Hitchings commented that Councilor Clarke is exactly right. This change isn't saying that Councilors should no longer go back to their Student Societies. If a person wants to be a good leader, they should go back to their Society to get as many opinions as they can. Any representative who would completely refuse any discussion with members of their college/representative group would be that person excelling in poor leadership.

*Error in recording.*

Councilor Brown feels like there is a contradiction with the changes. If the subgroup is a bunch of demographics while keeping the others as Colleges, yet you don't represent the Colleges, why make it Colleges anyway. Why have the term College in there, why not just have it as a demographic, for example a person of the Nursing demographic.

*Error in recording.*

VP Ferwerda comments that the understanding he is getting from the discussion is that the Colleges and Societies should all be lumped together in one concise kind of list. As far as he is concerned, with International Students and Indigenous Students, each one is going to be in a College regardless. By separating them, it means you can be in another College and be represented there.

Councilor Bozek asked in order to get elected on to USC, is it still required to be a part of your Student Society or can anyone be elected?

*Error in recording.*

President Hitchings answered yes anyone can be elected and that is why the language is being changed because right now it seems to say that only a member of a Student Society can be elected to Council, but that is not true. The USSU doesn't want students to feel that they have to be on a Student Society to be an MSC, because the position of MSC has nothing whatsoever to do with any particular student society.

Councilor Clarke noted that this was another concern with ESS, that a student would be elected with no experience representing, fundraising, etc. But she clarified the point that reading the platforms of candidates greatly helps in a voter's choice, and made the point that clearly being involved in a student society will help your chances of getting elected, and as an elected person you would want as much support as possible.

Councilor Brown commented that he goes to Council meetings, listens to what other Councilors are doing, he goes back to his Council and tells them what happened. He sits on other groups that allow him to branch out and for information to get around. Councilor Brown notes that if the USSU is the governing body of the students, allowing information

to get to everybody, then he is very concerned that this will be halted with the proposed changes.

**10. Adjournment**

Move to adjourn.

**USCMotion060:** Councilor Clarke/VP Nystuen

**Carried**

# Executive Committee

Minutes for Thursday October 27, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 4:05 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4. Roundtables

VP Ferwerda asked if the weekly roundtables listed in the Executive minutes were effective and it was questioned as to whether or not Council members were reading them. It was previously discussed how the Executive could get Councilors more involved and informed as to their weekly events. VP Topola brought up the idea of giving away prizes to those Councilors who can answer questions about meeting minutes, etc. Executive decided it would be a good idea to discuss their roundtables at USC meetings.

5. **Adjournment**

Meeting was adjourned at 4:30 p.m.

# Executive Committee

Minutes for Monday October 31, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:10 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

**President Hitchings**

- Executive meeting
- Meeting with Jay Brown, EBSS President
- Helped VP Ferwerda with Green Yourself Week
- External Affairs Board Meeting
- Class
- Meeting with ISC President Ryan Moccasin
- Put finishing touches on the USSU Lobbying Document
- Put on a press conference for the USSU Lobbying Document
- Interview on CBC Radio Live
- Staff Meeting
- Meeting with MSC Jared Brown
- Dinner for the Presidential Search Committee
- Meeting of the executive
- Provincial election forum
- University Students' Council

**VP Topola**

- Attended Executive Committee meeting
- Attended class
- Met with Academic Affairs Board
- Instructed a Learning Community for the ULC
- Attended PAL meeting at the ULC
- Volunteered for Ally Awareness Week for the USSU Pride Centre
- Handled academic grievance
- Collected TEA nominations and started compiling list of eligible professors

- Attended USSU monthly staff meeting
- Met with USSU mentor Jason Kovitch
- Met with the TLCC
- attended USC
- Typed and submitted minutes of Academic Affairs Board
- Sent plasma points to Jason Ventnor
- Celebrated my birthday!

### **VP Nystuen**

- Exec meeting (x2)
- Operations and Finance Board meeting
- Met with Toastmaster/Campus Howlers club about group ratification and membership promotion
- Participated in Transit Research interview
- Attended USSU Provincial Election press conference
- USSU Staff meeting
- Comm 401
- Attended USSU Provincial Election forum
- University Students Council
- Meeting with women in the legislature campus group about ratifying
- Meeting with Sask Party campus club about holding an event

### **VP Ferwerda**

- Executive Meeting
- Green Yourself Week everyday in the Tunnel
- Operations and Finance Board
- External Affairs Board
- All of the Green Yourself Week events listed
- Class
- Staff Meeting
- Hike, Bike and Roll Meeting
- Provincial Forum
- Council

## **4. Business**

### 4.1 Nutrition XL Sponsorship

VP Nystuen was contacted by Nutrition for a USSU/XL sponsorship. Students from the College of Nutrition will be hosting a program at St. Matthews School in Saskatoon and need some materials printed, example posters.

**Move to sponsor up to \$100 to the College of Nutrition for XL printing services.**

**EXECMotion071:** VP Nystuen/President Hitchings

**Carried**

4.2 Roundtables

Executive forgot to announce their roundtables at Council last Thursday. They will try again on November 3.

4.3 Senators Policy

**Move to terminate the Student Senators Policy.**

**EXECMotion072:** President Hitchings/VP Topola

**Carried**

4.4 NAP

Emails from NAP for next year's registration have been sent to Executive. They have been paid for this year already, but Executive get the option now to renew for the following year. VP Topola has paid for hers personally.

4.5 Student Cards

A meeting is planned for later in the day to discuss student cards and the UPASS sticker. The University would like to make a card that already has the UPASS chip inside. The USSU would like to get involved and possibly have the card office be part of the USSU. Details to follow.

4.6 Learning Communities Photo Contest

Email was sent to Executive asking them to judge the photo contest, which is held yearly. Might be slightly biased as VP Topola is involved, therefore Executive will not be judging.

4.7 Bike Stand Logo

Logo plaque is still being worked on; no quote has been offered yet. Bike stand should be up within the next week as the concert was poured over the past weekend.

4.8 USSU Procedures

VP Nystuen recounts current issues regarding USSU procedures:

- No house accounting: all expenses through USSU services should be pre-approved. Both President Hitchings and VP Ferwerda had incidents of this.
- Executive should use USSU services when at all possible. An example of this is includes the Fair Trade coffee beans for Green

Yourself Week were not purchases from Browsers. VP Ferwerda commented that there was a miscommunication.

- The CFCR proposal was too short and did not have adequate details. Executive are asked to prepare a full proposal when asking for funds.
- Be organized and plan well in advance. Submit Executive proposals well ahead of time to get them approved. What is submitted in proposals and approved is what the money is to be spent on. It is not free to be distributed as you wish. This stems from an incident where VP Ferwerda paid for the Paddockwood Beer tasting event which VP Nystuen thought was sponsored by Paddockwood, as it was not in the original event proposal.

The Executive have been warned and VP Nystuen will be developing new measures of financial accountabilities for the Executive.

## 5. **Adjournment**

Meeting was adjourned at 9:50 a.m.

Academic Affairs Board Meeting Minutes  
Tuesday October 26, 2011  
3:30-4:30 pm Browsers

Present: Kelsey Topola, Desiree Steele, Faye Anderson, Jennifer Bozek, Alexandria Werenka, Scott Adams, Dylan Knowles  
Regrets: Mandy Elash  
Absent: Alex Ferwerda

1. **Call to Order**

The meeting was called to order at 3:33 pm

2. **Adoption of the Agenda**

VP Topola asked for a motion to adopt the agenda

**AAB Motion01** Anderson/Werenka

Carried

3. **Business**

Before business began the board members went around and introduced themselves.

**3.1 Board Orientation**

VP Topola explained a few things about the Academic Affairs Board. She explained that the board occupies itself putting on academic events (ex. Helping with Teaching Excellence Awards), constructing and reviewing policies relevant to academic matters (ex. Handling academic grievances), and starting or continuing relevant campaigns.

VP Topola also outlined attendance guideline as they appear in the USSU Bylaw Section 89.1-89.3. She also stated that if a member cannot make a meeting that regrets must be sent as far ahead of time as possible.

**3.2 Future Agenda Items**

VP Topola asked the board if there was anything that the members of the board would like to deal with in the future.

The Board discussed putting on an event for Be Book Smart in January as the September events had to be cancelled.

Member Knowles purposed advertising and doing events outside of the Arts Tunnel. VP Topola second this idea and said it was being applied to the nomination process for Teaching Excellence Awards this year.

Councilor Anderson asked if ideas could be emailed out if necessary and VP Topola agreed.

With regards to Teaching Excellence Awards this year Member Knowles asked if perhaps we could give honorable mentions to professors who didn't win but were very close. On tis same topic Member Werenka asked if a Teaching Excellence Award could be established for tutorial leaders, T.A.'s and lab coordinators. VP Topola liked this idea and will work on the establishment of such an award.

VP Topola brought up the Speak Up! Campaign and whether or not we should work in conjunction with them at all. She stated that she did not wish to see it become a part of the USSU, but rather it stay an autonomous grassroots movement but that the AAB might be able to provide them with some manner of support.

Councilor Steele thought that the AAB could offer some kind of technical support to the movement. Member Werenka seconded this thought and added that it might be beneficial for them to meet with the board so that the board knows what they are doing and can also offer their support.

Member Werenka also noted that perhaps the board could look at assembling some kind of brochure about all the different types of learning going on in the university. For example, a comprehensive list of all the courses featuring experiential learning. This type of list could be advertised via website, brochure or campaign.

### **3.3 TEA's**

VP Topola explained how surveys of professors nominated for Teaching Excellence happen and explained that it is an expectation that each member of the board will administer at least one survey.

### **3.4 Next Meeting**

The board decided that they would meet next on Tuesday November 8 at 3:30 pm in Browsers and that a member of the Speak Up Campaign will be invited to join.

### **4.0 Questions and Comments**

Councilor Bozek stated that perhaps we could look into making lists of particular types of classes for easy reference. For example, research methods classes or ethics classes and compile them into a catalogue.

VP Topola seconded this idea and said she would look into this idea by contacting the registrar Russ Isinger.

Member Knowles stated that a possibility may exist for computer science students to do such a thing.

### **5.0 Adjournment**

VP Topola asked for a motion to adjourn the meeting

**AAB Motion02** Werenka/Knowles

Carried

## Improving the Student Experience: University of Saskatchewan Students' Union Lobbying Document

The University of Saskatchewan Students' Union recommends that the incoming Government of Saskatchewan continue to make it a priority to enhance the quality of life for the Post-Secondary students at the University of Saskatchewan. The previous Saskatchewan Government made significant contributions to enhancing the quality of life for students at the University of Saskatchewan through partnerships with the University, the city of Saskatoon, as well as the University of Saskatchewan Students' Union.

In order to ensure that the overall quality of life at the University of Saskatchewan continues to follow an upward trend, the University of Saskatchewan Students' Union believes that the following should be priorities of the incoming Government of Saskatchewan:

### **Increasing Accessibility and Affordability.**

Students face an increasingly large debt burden in order to attend university. According to recent statistics, the average debt load of a student at the University of Saskatchewan is approximately \$28,000, with nearly 60% of students carrying a debt load. Additionally, 50% of students at the University of Saskatchewan also feel the need to take on a part-time job working approximately 20 hours/week causing increased stress on the hours needed to attain the highest possible achievements. The USSU recommends the Government of Saskatchewan enact the following to help alleviate problems of affordability and accessibility for students at the University of Saskatchewan:

1. Increase the number of grants, scholarships, and bursaries available to students who demonstrate financial need.
2. Eliminate the restrictions surrounding parental aid when calculating the amount of student loans for which a student is qualified.

### **Environmental Sustainability**

Finding workable solutions to the problems surrounding environmental sustainability is an important challenge. The University of Saskatchewan Students' Union would like to highlight the importance of the Government of Saskatchewan making an effort to stem any and all effects of environmental degradation. This not only requires long-term and short-term planning to put Saskatchewan on the path to becoming the most environmentally sustainable province in the Country, but also requires plans to mitigate the effects of environmental degradation. For a province that is home to approximately 43% of the arable land in the second largest country in the world, it is an enormous responsibility and a concerted effort to keep our environment as healthy as possible could not be more important. One of the most significant financial issues facing the University of

## Improving the Student Experience: University of Saskatchewan Students' Union Lobbying Document

Saskatchewan is that of deferred maintenance. In the coming years, the University will need to renovate many of its buildings, and the USSU would like the incoming Government of Saskatchewan to ensure that the resources are available to aid the University in accomplishing the much needed upgrades and keeping with the University's Integrated Plan by allowing it to do so in the most environmentally conscious way possible. In terms of environmental sustainability, the University of Saskatchewan Students' Union would like the parties running in the 2011 provincial election to outline their plans regarding:

1. A short-term plan to put the Province of Saskatchewan on track to become the most environmentally sustainable in Canada as well as a long-term plan to guarantee the environmental sustainability of the Province of Saskatchewan well into the future.
2. Providing financial backing to the University of Saskatchewan to see through its issue of deferred maintenance in the most environmentally sustainable way possible.
3. Providing financial support to make the City of Saskatoon transit system among the best in North America.

### **Increase the Canadian Social Transfer**

In 2003 the Canadian Health and Social Transfer (CHST) was divided into two transfers—the Canadian Health Transfer (CHT) and the Canadian Social Transfer (CST). A substantial portion of the 'Social' part of the CHST, now the CST, is dedicated to the funding of Post-Secondary education. However, since the cuts were made to the CHST in 1995, the levels of funding transfers have simply increased by small increments resulting in an overall decreased level of funding available for the Provincial Government to allocate to various Post-Secondary institutions. It was amongst this climate that the University of Saskatchewan began seeking alternative sources of revenues: from the Government of Saskatchewan, raising the tuition of students, as well as funding for research. The University of Saskatchewan Students' Union would like the parties running in the election to outline their commitment to:

1. Lobbying the Federal Government to increase the proportions of the Canadian Social Transfer in order for it to better reflect the financial needs of students and Post-Secondary Institutions.

### **Housing**

While the University of Saskatchewan Students' Union is appreciative of the efforts put forward by the previous Government of Saskatchewan to aid in the construction of the first

## Improving the Student Experience: University of Saskatchewan Students' Union Lobbying Document

new residences on the U of S campus in 40 years, the issue of quality and affordable housing remains for the vast majority of students who do not live on campus or with their family. With the ever-increasing rental prices in Saskatoon, students require help from their Provincial Government to ease pressures on student housing. The University of Saskatchewan Students' Union would like each party running in the 2011 Provincial Election to outline it's plans on housing, including but not limited to the following:

1. Guidelines surrounding who can own rental properties, in order to eliminate slumlords as well as monopolies.
2. The creation of Secondary Suites (or "Granny suites") in the city of Saskatoon.
3. How they intend to address the cost of housing in Saskatoon.

### **Childcare**

While the University of Saskatchewan Students' Union views as favorable the recent commitment of the government to create 100 new spaces at the University of Saskatchewan, the situation surrounding childcare remains dire and requires further action. Even with the creation of the new daycare, the waiting list for students to enter the USSU childcare remains at approximately 450 people without adequate childcare. The University of Saskatchewan Students' Union would like for each party running in the 2011 Provincial Election to outline how it would address the following:

1. The lack of availability of certified daycare spaces at the University of Saskatchewan.
2. The lack of availability of certified daycare spaces in the city of Saskatoon.

University of Saskatchewan Students' Union

### **Gordon Oakes-Redbear Student Centre**

The University of Saskatchewan Students' Union recognizes that a substantial portion of Indigenous students who come to the University of Saskatchewan fail to remain enrolled past the first year. The Gordon Oakes-Redbear Student Centre has been identified as an important aspect of making Indigenous students feel that they belong at the University of Saskatchewan. Therefore, the University of Saskatchewan Students' Union would like for each party running in the 2011 Provincial Elections to state:

1. If they would financially support the establishment of the Gordon Oakes-Redbear Student Centre at the University of Saskatchewan.

Improving the Student Experience: University of Saskatchewan Students' Union  
Lobbying Document

In closing, the University of Saskatchewan Students' Union looks forward to working with the incoming Government of Saskatchewan on these concerns.



# **University Students' Council Agenda**

Thursday November 17, 2011

Neatby-Timblin Theatre

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – November 3, 2011**
  - 4.2 Executive Committee Minutes – November 3, November 7 & November 14, 2011**
  - 4.3 Academic Affairs Board Minutes and Report – November 8, 2011**
  - 4.4 Appointments Board Minutes and Report**
  - 4.5 Board of College Presidents**
  - 4.6 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.7 Elections Board Minutes and Report**
  - 4.8 External Affairs Board Minutes and Report**
  - 4.9 Operations & Finance Board Minutes and Report – November 3, 2011**
  - 4.10 Student Affairs Board Minutes and Report**
  - 4.11 Sustainability Board Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Infrastructure Reserve**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday November 3, 2011

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic  
Lesley Tyler, Nursing  
Gillian Paton, Medicine  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM  
Annie Lucas, Nursing  
Kelsey Froh, ESB  
Noel Zimmer, Engineering  
Adam Stenerson, Dentistry  
Rylan Goudreau, Education  
Desiree Steele, STM

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

## Absent

## Guests

James Pepler - Admin.  
Tanara Yelland – The Sheaf

Meeting was called to order at 6:07 pm.

## 1. Agenda

Move to add 9.2 Impeachment to the agenda.

**USCMotion061:** President Hitchings/VP Nystuen

**Carried**

Move to adopt the agenda as amended.

**USCMotion062:** Councilor Thompson/Councilor Brown

**Carried**

## 2. Introductions and Announcements

VP Topola introduced James Pepler.

President Hitchings introduced The U of S Student Binge Drinking Prevention Committee.

VP Ferwerda introduced Tanara Yelland from *The Sheaf*.

Councilor Brown introduced \_\_\_\_\_.

### **3. Council Address**

#### **3.1 The U of S Student Binge Drinking Prevention Committee**

Move to go into informality.

**USCMotion063:**

**Carried**

*Please see attached document attached titled "USC Nov 3 – Binge Drinking Presentation".*

Move to go back to formality.

**USCMotion064:**

**Carried**

### **4. Minutes and Reports for Information**

#### **4.1 University Students' Council Minutes – October 27, 2011**

#### **4.2 Executive Committee Minutes – October 27 & October 31, 2011**

Councilor Bozek thinks it would be a good idea to give prizes to Councilors who read the minutes, because she reads them!

Councilor Steele agrees with Councilor Bozek as she also reads the minutes and asked what Roundtables are. President Hitchings commented that Roundtables listed in the Executive minutes are accountabilities; a list of what the Executive has been up to during the week.

Councilor Anderson (Arts & Sci.) wondered as to why there was any doubt as to whether councilors were reading the roundtables and minutes. VP Ferwerda commented that he included a little quip in one of his roundtables to see if any Councilors would comment about it. He noted that maybe Councilors did read it and chuckled to themselves about and didn't say anything. VP Ferwerda was just curious to see if Councilors would read the joke and bring it up to ensure they were reading the minutes and roundtables.

#### **4.3 Academic Affairs Board Minutes – October 25, 2011**

## 5. Motions Arising from Minutes and Reports for Information

Move to adopt the minutes.

**USCMotion065:** Councilor Brown/Councilor Thompson

**Carried**

## 6. Business

## 7. New Business

## 8. Questions and Comments

VP Ferwerda shared some exciting news. He commented that when he first got the position of VP Student Affairs, he saw a picture of a bike tool repair stand and cycling is something he thinks is awesome and a sustainable thing to do. VP Ferwerda noted that the bike tool stand he saw on the internet was now on campus and ready for students to use. The stand includes a tire pump and a variety of tools attached. Essentially the idea was to achieve sustainability on campus. In the future, VP Ferwerda would like to work with the Bike Doctor to set up workshops on campus for students.

VP Nystuen announced the AGM is on November 17. Monday November 7 at 4:30 p.m. is the deadline to submit any Bylaw changes. Changes can be submitted online at [www.USSU.ca](http://www.USSU.ca).

VP Nystuen also announced that on November 16 in Arts 106 there is a Transit Forum at 1:30 p.m. It's a great opportunity for students to ask questions about transit and UPASS. Everyone is welcomed.

VP Nystuen commented that the month of November is Movember and the Executive is taking the campaign on as something they are going to try and raising money for a great cause.

Councilor Anderson (Arts & Sci.) asked if she could ask a question about the Executive minutes from October 31 and if VP Nystuen could give more information about the concern about how money was being spent and not accounted for.

VP Nystuen commented that one of things he ran on in the spring was fiscal responsibility, so a big part of that is financial accountability and in the budget there are about 15 different departments. Two of those departments VP Nystuen oversees. In his line, he wanted to run a tight ship so he gave outlines to the Executive as to his expectations for getting things approved and how things are to be done. VP Nystuen noted there were a couple of incidents within a span of a couple weeks that really got his attention and so he had to bring that to Executive and talk to the different members about what his expectations are. The incidents are outlined in the minutes. VP Nystuen will be making a few more things explicit in writing in some policies and he hopes and expects there won't be any more problems throughout the course of the year.

VP Ferwerda noted that with one of the incidents, it was a failure on his part to understand

that when an amount of money is freed up in a given budget, there is no using it for something else. There was a misunderstanding in who was paying for the event, because in his opinion it was silly for a company to pay for their own product.

Councilor Anderson (Arts & Sci.) asked with the proposed changes to policies for budgeting, is that something that will be changed in the Bylaw.

VP Nystuen commented that it would not be something that would go into the Bylaw. He noted that it wouldn't necessarily be a creation of a new policy, but an add on to the existing Executive Approval Policy.

VP Ferwerda also added that the onus for the misunderstanding is on him, but the event was a success. He wanted to ensure Councilors the money wasn't wasted for the event.

## **9. Other Business**

### **9.1 Elimination of the Board of College Presidents**

President Hitchings reminded Councilors, as noted the previous week, there are some major changes to the Bylaw that the Executive is proposing. He noted that in the Bylaw, the USSU must run the Board of College Presidents, which is like Council except with the Presidents of all the student societies. For the past four or five years the Board of College Presidents (BOCP) has been ineffective and has failed to gain quorum. The Executive wants to eliminate it because the Board never actually meets and when it does meet, they have no control over power. The Board keeps in contact with each other via email and don't necessarily need to hold meetings. President Hitchings also notes that every time the Board doesn't meet for whatever reason, it is in violation of the Bylaw. The Executive wants the Bylaw to be entrenched and followed for years to come. President Hitchings included that he has talked to the majority of the Presidents and they have all been ok with the change.

Councilor Anderson (Arts & Sci.) asked what kind of discussion was had with the Presidents and if it was by email or in person.

President Hitchings commented that he met with some Presidents face to face, in a group and some have stopped by his office. Email and phone has also been used.

Councilor Konkin asked if President Hitchings could comment on what the historical role of the BOCP. President Hitchings commented that he has seen the BOCP meet quorum and actually have a meeting approximately four times since he has been on Council. He notes that he is not entirely sure what the intended reason for them meeting was, but whatever that intended reason was is no longer needed.

USC Chair added that he once served on the BOCP in 2004-2005 in which it was it's own organization. It was a chance for Presidents to get together to talk about events and University policy changes and issues. At that time it was also an issue getting everyone together as Presidents were busy in their own Colleges. Around 2006 it was brought under

the USSU.

## **9.2 Impeachment**

President Hitchings commented that according to the USSU Bylaw, any member of Student Council who misses two consecutive meetings without an excuse or any three out of five meetings despite having an excuse, has to face a motion for impeachment. Unfortunately President Hitchings has to give a motion to impeach Councilor Stenerson because he has missed three out of five meetings.

Councilor Stenerson explained that on October 27 the College of Dental Surgeons of Saskatchewan was hosting a special presentation. On October 13 there was an Executive Social. October 6 he was doing lab work that needed to be done for the Friday. He has sent in regrets and was unaware that he had to get permission. Councilor Stenerson would like some clarification.

President Hitchings noted that the move to impeach has nothing to do with whether or not there were excused absences or not, and that Councilor Stenerson had legitimate reasons and he did send in regrets. Although the Bylaw states that an office holder shall face a vote for removal if they have been absent any three of five consecutive meetings, regardless of permission. President Hitchings notes that permission was granted because Councilor Stenerson sent regrets for legitimate reasons, but according to the Bylaw there must be a motion to impeach regardless to that. President Hitchings is just following the Bylaw.

VP Nystuen pointed out that this was more a matter of procedure than anything else. It is not anything particular against Councilor Stenerson and it comes up usually about once or twice a year. He notes it's just something that needs to be brought up to stay in line with the Bylaw.

Councilor Stenerson noted that by those standards, he should have been impeached last year, therefore the Bylaw hasn't been followed. He felt shocked and upset when he received an email saying he would be impeached without anybody asking why he had been missing.

President Hitchings noted that it is the President's responsibility to ensure that the Bylaws and policies of the USSU are being followed. He points out that the Bylaw states that sending regrets does not constitute obtaining permission. Council decides if regrets are legitimate reasons and votes on whether to impeach or not impeach.

Councilor Thompson spoke against the motion and noted he has known Councilor Stenerson for several years and he has shown nothing but dedication and commitment to Council. Councilor Thompson thinks that there needs to be a mechanism for accountabilities, however Councilor Stenerson was executing his first duty of maintaining academic standings, and the USSU as an academic organization should recognize that. Councilor Thompson, in his opinion, believes impeachment should be excluded if it is an academic issue. He also noted that there is a very low student participation rate and apathy

within student politics and getting rid of a Councilor because of a technicality in a Bylaw is, in his opinion, unjust.

Councilor Anderson (Arts & Science) commented that she is also opposed to the motion to impeach Councilor Stenerson and thought it would be beneficial if he reminded Councilors why he should be on Student Council.

Councilor Stenerson remarked that he shows up to as many meetings as he possibly can, as he has a busy schedule. He was on Council last year and he enjoys being there. He believes he adequately brings Dentistry's view to Council and his absences from Council were missed for legitimate reasons.

Councilor Brown also spoke against the motion and mentioned that Councilor Stenerson is a very keen individual and one of the smartest people he has met and has a deep respect for him. Councilor Brown reminded Council to keep in mind that Councilor Stenerson is from a technical college with many commitments and highly suggests voting down the motion.

Councilor Zimmer calls to question.

Move to impeach Councilor Stenerson.

**USCMotion066:** President Hitchings/VP Nystuen

**Defeated**

**10. Adjournment**

Move to adjourn.

**USCMotion067:** Councilor Thompson/Councilor Anderson (Arts & Sci.)

**Carried**

# The U of S Student Binge Drinking Prevention Initiative

*University Students' Council Meeting*

*November 3<sup>rd</sup>, 2011*

# How We Got Started

- Soc 398/PUBH 847: Studies in Addictions
- We are a group of students who recognize the normalization of excessive alcohol use by students, both on and off campus.

# What We Learned

- Women are drinking more (Peralta, Steele, Nofziger & Rickles, 2010)
- Alcohol costs Saskatchewan \$508.7 million each year, or \$503 per person (CCSA, 2002)
- 86% of undergraduate students consumed alcohol in the past year, and 77% used in the past month (2004 Canadian Campus Survey)
- 67% of U of S students reported using alcohol on a weekly basis, within the past 30 days (2008 National College Health Assessment)
- 1/2 of young adults who drank in the past year reported risky behaviour at least monthly, and 1 in 5 reported once a month or more (2007/08 Statistics Canada, Prairie Provinces)

# How Much Do U of S Students Drink?

- Number of drinks and hours spent drinking during a week of heavy alcohol consumption

		Mon.	Tue.	Wed.	Thr.	Fri.	Sat.	Sun.
<b>Number of drinks (heavy week)</b>	<b>Mean</b>	3.47	4.19	4.16	4.99	6.47	7.25	5.70
	<b>Mode</b>	1	2	1	1	4	6	1
	<b>Std. Dev.</b>	2.927	3.864	3.725	4.272	4.174	4.794	5.082
<b>Hours spent drinking</b>	<b>Mean</b>	3.01	3.30	3.33	4.02	5.23	5.82	4.82
	<b>Mode</b>	2	1	1 <sup>a</sup>	1	5	4	2
	<b>Std. Dev.</b>	1.991	2.367	2.334	2.977	3.082	3.385	3.881

# How Much Alcohol is Safe?

- From legal drinking age to 24 years, it is recommended women never exceed two drinks per day and men never exceed three drinks in one day
- Binge Drinking: 4 or more drinks for women within a 2-hour period and 5 or more drinks for men within a 2-hour period

# Why These Numbers?

- Physical and mental development
- Academic and social problems
- Injury and death

# What's Happening at Other Universities?

- At Queen's University 2 students died in the past year involving alcohol
  - Ontario has banned alcohol at ALL frosh events for the last few years
  - Following these deaths, alcohol was banned in residence during frosh week, including alcohol consumed in private rooms by those of the legal drinking age
- At Acadia University, one student died very recently as a result of alcohol poisoning
  - The Government of Nova Scotia is looking for ways to prevent alcohol-related harms on campuses

# What We're Doing Now

- **Community-Based Research**
- A Rapid Assessment
  - Focus Groups
  - Street Interception Questionnaires
  - Key Informant Interviews
  - An Environmental Assessment
- A 4-year Work Plan
  - Knowledge and Awareness Raising
  - Campaign Development
  - Campaign Implementation
  - Campaign Evaluation
  - Knowledge Dissemination

# Key Features of a U of S Campaign

- Student run
- Multi-pronged
- A broad overall message
- Moderation, NOT abstinence
- Practical advice

# Key Features Cont.

- Increase social support and provide alternatives, rather than blame individuals
- Examine policies and the environment
- Message retention plan
- Web based self-assessments
- Social Norms campaigns

# Why We Are Meeting With You

The USSU and USC represents undergraduate students on our campus; as such, we value your input!

- Comments and suggestions
- Advice for moving forward
- Participation
- Space on Campus
- “Hammered” exhibit
- Support and Partnership

# Our Current Team

Leadership: Colleen Anne Dell, Research Chair in Substance Abuse, Department of Sociology & School of Public Health. Peter Butt, Department of Medicine.

Collaborating Partners: Jody Yanko & Nicolle Poirier, Saskatchewan Ministry of Health; Cheryl Arratoon & Gerald Thomas, Canadian Centre on Substance Abuse; Peter Butt, Saskatchewan Team for Research and Evaluation of Addictions Treatment and Mental Health Services; The U of S Peer Health Education Program

Endorsed By: David Hannah, Associate VP Student Affairs, SESD; Scott Hitchings, President of the USSU; The Edwards School of Business; The College of Graduate Studies & Research; Associate Dean of Medical Education, Dr. Sheila Harding & Director of the Undergraduate Medical Program, Dr. A. G. Linassi, College of Medicine; The College of Engineering; The College of Law; The College of Pharmacy & Nutrition ; St. Thomas More College; The College of Kinesiology; U of S Residence; The College of Arts & Science

**The USSU and/or University Students' Council?**

Thank You!

# Executive Committee

Minutes for Thursday November 3, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:45 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtable**

4. **Business**

4.1 Executive Meetings

Traditionally the Executive has met formally once a week. VP Ferwerda questioned if the Executive should meet twice a week; formally and informally. The informal meetings would be held on Thursday before the Council meeting. The majority of Executive agreed an informal meeting would be beneficial but only if there was a pressing matter being discussed at Council.

4.2 Reporting/Roundtables

There has been some misunderstanding within the Executive as to reporting accountabilities and roundtables. Traditionally Executive have reported to the President their daily accountabilities and roundtables. There has been some frustration in finding an Exec member and not knowing where they are. Executive are encouraged to put their daily events, meeting, etc. into iCal and to always let Reception know their whereabouts when not in the office.

4.3 Workers' Rights in Troubled Times

VP Ferwerda wanted to know if Executive would promote an STM panel discussion on Workers' Rights in Troubled Times on the plasmas. This event conflicts with the AGM, so Executive decided not to promote the event.

#### 4.4 Radio Show

GM Cottrell noted that since the Radio Show got approved at Council, it should be promoted more efficiently to get more people listening.

#### 4.5 Promoting Voting

With the new Bylaw changes coming in the next few weeks, the USSU will need to create a plan for effective voting and getting the voter turnout to be higher than 8%, as it has been in past years.

#### 4.6 Bylaw Change

The Annual General Meeting is fast approaching and the Executive will be meeting with various College groups to further discuss the changes to the Bylaw. Delegation of the meetings between the Executive will happen as soon as they know when the College groups have their meetings.

### **5. Adjournment**

Meeting was adjourned at 3:20 p.m.

# Executive Committee

Minutes for Monday November 7, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:20 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Executive Meeting
- Meeting with Roy Romanow
- Presidential Search Committee Meeting
- Meeting with Student
- Wrote Lobbying Letter to Party Leaders
- Class
- Sent the Lobbying Letter & Document to Party Leaders
- Breakfast with Peter MacKinnon & The U of S Executive
- Planning & Priorities Committee Meeting
- Operations & Finance Board Meeting
- Executive Student Forum Meeting
- Class
- Executive Meeting
- USC
- Wrote blog
- Meeting with Student

**VP Topola**

- Attended Executive Committee meeting
- attended class
- Organized AAB meeting
- Instructed a Learning Community for the ULC
- attended a PAL meeting at the ULC
- Volunteered at the Pride Centre
- Volunteered at the Women's Centre

- sent plasmas and blog to Jason Ventnor
- Had breakfast with President MacKinnon and his executive
- Attended USC
- Studied NAP
- Sick day

### **VP Nystuen**

- Exec meeting
- Meeting with University about potential changes to student cards
- Meeting with Food and Beverage manager Jason Kovitch about executive accountability
- Prepared for Operations and Finance Board meeting
- Talked to clubs about funding requests and how to submit them
- Did financial accountabilities for September
- Executive meeting
- Did some initial planning for Campus Club week in term 2
- Breakfast meeting with U of S President and Executive Committee
- Prepare for USC
- Exec Meeting
- Class
- Operations and Finance board meeting
- Answer clubs questions about funding requests, insurance and ratification
- University Students Council
- Meet with Councilor Faye Anderson
- Typed up Operations and Finance Board minutes
- Addressed Regional Arts and Science Committee (RASC) about USSU, what we do, our events, projects and directives for the year
- Contacted Saskatoon Teelo Association about holding event at Louis'
- Wrote blog

### **VP Ferwerda**

- Executive Meeting
- Class
- Meeting with Louis'
- Senior Administration Breakfast
- OFB Meeting
- Meeting with Professor
- Exec meeting
- Planning for White Ribbon Campaign
- Fair-trade campus research and meeting

## 4. **Business**

### 4.1 Financial Update

VP Nystuen gave a brief USSU Financial update for the Executive. He noted:

- Executive projects were over budget as of September by a few hundred dollars.
- Development doubled for the year because of Executive conferences.
- Office general expense was over for the year. It should be noted that four privacy screens were bought at \$100 each.
- Executive Sponsorship was under about \$600 for the year, so that's good.

VP Nystuen noted that overall things were OK financially in the USSU.

### 4.2 Promoting CFCR

GM Cottrell reminded Executive a plan to promote the USSU Radio Show should be put into place, perhaps placing ads on the plasmas, etc. VP Ferwerda gave a formal invite to Executive to join him on the radio show. GM Cottrell commented that she will be attending a radio show in the coming weeks.

### 4.3 Movember

The USSU is currently raising money for the Movember campaign.

### 4.4 Promoting Voting

As mentioned in the last Executive meeting, the USSU will actively promote MSC and Executive voting. Further discussion will take place sometime after the AGM.

### 4.5 TED U of S

Jessica Marsh, TED U of S organizer, contacted President Hitchings about a possible sponsorship from the USSU (room booking, plasma ads, etc.) President Hitchings will send her a sponsorship form to fill out for the Executive to approve.

### 4.6 STM Ratification

VP Nystuen commented that STMU would like to ratify, yet do not want to pay the \$450 fee. Executive agree that they can submit their ratification, but it will not be approved without the fee.

### 4.7 Regional Arts & Science Committee (RASC)

VP Nystuen attended the RASC meeting on Friday November 4. He commented that there were a few things brought up at the meeting

including the fact that the Regional Colleges would like more visits from USSU Executive. Another point brought up at the meeting was running an effective student union at each of the off campus Colleges. The USSU will look into ideas to help them out, such as a handbook. There was also discussion about the U of S setting up a block transfer program so students can easily and without hassle transfer from places like SIAST. The U of S loses a lot of students to the U of R, who utilizes a block transfer system. Teaching Excellence Awards was another topic at the meeting as the Regional Colleges would like to participate as well.

#### 4.8 Bylaw Changes

President Hitchings sent an email to Executive with proposed changes to the Bylaw. Executive discussed the changes as today is the last day for submissions.

### 5. **Adjournment**

Meeting was adjourned at 9:50 a.m.

# Executive Committee

Minutes for Monday November 14, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 9:05 a.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Executive meeting
- Held event at Louis for Provincial Election
- USSU Comfy Couch
- Class
- Meeting with Executive re: Mission, Vision, and Values
- Meeting with Ingrid Pickering re: Presidential Search Committee
- Meeting with Student re: bylaw changes
- Class
- Plasma Updates
- Attended Remembrance Day Ceremony at Credit Union Centre
- Attended Remembrance Day Ceremony on Campus

### **VP Topola**

- Attended Executive Committee meeting
- Attended class
- Instructed a Learning Community for the ULC
- Administered TEA surveys
- Prepared for Comment Couch
- Participated in Comment Couch
- Attended all PAL meeting at the ULC
- Attended USSU financial review
- Attended AAB meeting & typed minutes
- Met with Liv Marken: Speed Scrabble
- Met with Prof. Peter Hynes
- Met with the Copyright Advisory Committee

- Sent plasma points to Jason Ventnor

### **VP Nystuen**

- Exec Meeting
- Class
- Follow Provincial Election
- Attend Louis' Rock the Vote watching election results event
- Comment Couch
- September Financial Review meeting
- Mission, Vision, Values brainstorming meeting
- Meeting with Adam Palmer Pepsi representative re: marking money sponsorship
- Prepared for Operations and Finance Board meeting
- Won Campus Rec Ultimate Frisbee Championship
- Meet with clubs about various event, funding, ratification, room booking questions (Table Tennis club, CIM club, Ahmadiyya Muslim club, Chinese Students & Scholars Association)
- General operations and finance duties
- Stat Holiday- Remembrance Day

### **VP Ferwerda**

- Executive Meeting
- Class
- Meeting with Pride Centre
- Green Yourself Week continuity review
- Engineers Without Borders meeting
- Comment Couch
- Centres meeting
- Academic Affairs Board meeting
- Mission, Vision and Values meeting
- Take a Stand continuity review
- FairTrade research and meeting

## **4. Business**

### 4.1 TEDx Presentation

Jerad Lamarche, one of the organizers, made a presentation to the Executive, seeking sponsorship for the TEDx talk in March. The information is attached. The Executive will seek clarification on a couple of items prior to making a decision.

#### 4.2 AGM

Quorum is 50 people and so the members of USC will be reminded that they have a positive duty to attend and to bring a friend. The meeting will take place in the Neatby-Timlin Theatre. Pizza will be provided. All the documents are on-line. A regular USC Meeting will follow.

#### 4.3 Sheaf Sponsorship

The Sheaf is turning 100 next year and they are holding a celebration for which they have requested sponsorship. The USSU is willing to provide in-kind sponsorship and so will check with the Sheaf to see what will be most useful for them.

#### 4.4 Event Continuity Policy

VP Ferwerda asked why VP Topola had not filled the form out. She noted that she understood the primary purpose of the form to be providing information for future VPs and pointed out that she has excellent and thorough files on the server and that many of her events have been held for a long time so felt the form was redundant.

#### 4.5 Speed Scrabble

Liv Marken from the University Learning Centre has asked for the USSU to be involved in Speed Scrabble, an event in conjunction with Read Saskatoon. They would like some advertising sponsorship and some teams.

**Move to sponsor \$50.00 for plasmas and buzzboard advertising for the Speed Scrabble event.**

**EXECMotion073:** VP Topola/President Hitchings

**Carried**

#### 4.6 PepsiCo Sponsorship

VP Nystuen reported that we have \$2000.00 in Pepsi sponsorship and \$6000.00 in Dr. Pepper sponsorship, which can be used for clubs or other events and partnerships.

#### 4.7 Mobile Office

VP Ferwerda proposed that a fake office is set up on the main floor of Place Riel so that students passing by can see what Executive members do and interact with them without having to come up to the private offices. The logistics thereof will be explored.

### 5. **Adjournment**

Meeting was adjourned at 10:25 a.m.

# University of Saskatchewan Students' Union Executive Sponsorship Proposal

*Members of the University community are to fill out an Executive Sponsorship Proposal and submit it to the Students' Union President before any project funding will be considered. The Executive Committee will review all applications on a case by case basis. All cases will be treated separately.*

*Proposals should be submitted to the Students' Union at least two weeks in advance of the date of the project.*

## **Event/Project**

**What is the title/name of your event/project?**

TEDxUofS: The Wisdom of Play

**When and where will your event/project be held?**

Date: March 24<sup>th</sup>, 2012

Time: 8am – 6pm

Location: Neatby-Timlin Theatre, University of Saskatchewan

**Who can we contact regarding this proposal? (Please include name, title, department, phone number and email)**

Jessica Marsh, TEDxUofS Organizer & Licensee

306-881-3648

[marsh.a.jess@gmail.com](mailto:marsh.a.jess@gmail.com)

[contact@tedxuofs.com](mailto:contact@tedxuofs.com)

Jerad Lamarche, TEDxUofS Co-Organizer

306-380-5676

[jeradlamarche@gmail.com](mailto:jeradlamarche@gmail.com)

[contact@tedxuofs.com](mailto:contact@tedxuofs.com)

**Please provide a brief description of your event/project.**

In the spirit of the renowned speaker conference TED, devoted to the power of ideas to change the world, TEDxUofS is an independently organized event that strives to stimulate dialogue through TED-like experiences at the local level. We will bring

together community leaders, innovators, and creatives to showcase their brilliance and ideas in a series of talks.

**Who will this event/project primarily target? Is there a secondary target group?**

TEDxUofS is targeted toward all individuals who are interested in broadening their minds and education through the sharing of ideas. While this event is aimed toward the entire Saskatoon community and aims to deliver knowledge and a new way of thinking to all corners of the city, we expect that as a University event we will attract a higher proportion of interest from students, recent graduates, and young professionals.

**Why is this event/project important and necessary for students? What history/background is there of this topic on campus?**

TEDxSaskatoon, also an independently organized TED conference, was held at the University at STM in 2009, but this will be the first TEDx event to be branded and held in conjunction with the University of Saskatchewan.

Likewise to the goals of the University of Saskatchewan, TEDxUofS is focused on delivering knowledge to a diverse audience and promoting learning on all levels. This conference will engage students with a diversity of ideas and inspire them to apply their knowledge in innovative ways.

**Is this event/project addressing any issues or currently unmet needs?**

TEDxUofS will help to expand the access to education by keeping ticket costs low and providing an option to watch the event via live-stream. By bringing together a group of the most innovative members of Saskatoon, we will bring the community to the University of Saskatchewan and provide an advanced level of knowledge that may otherwise not be highlighted.

## **Key Considerations**

**Please provide a detailed budget of your event/project. (Please include a list of all revenues and expenses. Attach an additional sheet if necessary)**

Please see attached spreadsheet. Please note that any extra funding received from sponsors will be placed aside for a future TEDx conference or used for charity. We will NOT be making a profit from this event.

**What is the desired amount of cash/credit/facilities that is requested from the USSU?**

We are looking for sponsorship in the form of gift-of-kind. A list of items needed for the event follows. Rather than monetary sponsorship, it would be mutually beneficial to discuss the possibility of the USSA providing in part/full these necessities:

- Conference room (Neatby-Timlin Theatre)
- Simulcast/live-streaming room (Arts 133 or 134)
- Break/refreshment room
- Louis' booking for post-event mixer
- Food/refreshments, lunch, mixer food/drinks
- Printing (posters, programs, banners, etc.)

**How will USSU sponsorship impact your event/project?**

Sponsorship from the USSU will help to make this event monetarily feasible and will allow for us to keep ticket prices as low as possible, in turn providing a wider access to TEDxUofS.

**Please describe the manner in which the contribution of the Students' Union will be recognized at your event/project.**

We are open to discuss the many ways in which the Students' Union can be recognized at TEDxUofS. These include:

- Acknowledgement in our printed program
- Acknowledgement on our website and social media
- Thanks to the sponsor from the stage (which could include a logo slide)
- Placement of logo on monitors during the conference breaks
- The option to sponsor a meal, in which a representative of the USSU is welcome to make brief remarks that don't exceed 10 minutes
- An item from the sponsor to be included in a speaker gift

## TEDxUofS: The Wisdom of Play

*TEDxUofS invites curious minds to explore the intersect between the contrasting ideas of wisdom and play, a dynamic sphere open to adventure, wonder, and knowledge.*

*Somewhere along the way we replace scribbling outside the lines with thinking inside the box, and forget that it is through creativity and curiosity that we are able to deepen our understanding of the world, discover new ways to interact and think within it, and create unique possibilities.*

*Not a formula or a model, creativity depends on our willingness to reassemble the existing world into enticing possibilities, opening new avenues to discovery and innovation.*

*Bringing together those searching for answers to questions never asked, and those willing to question the answers already given, TEDxUofS will engage and inspire while leaving open to interpretation the question of how creativity connects the seemingly unconnected.*

### TEDxUofS Speakers

To date, TEDxUofS has two confirmed speakers. We are extremely excited to have speaking:

Ryan Leier, the Founder of OneYoga and Vinyasa Yoga for Youth

<http://vinyasayogaforyouth.com/>

<http://saskatoonyoga.com/>

<http://ryanleier.com/>

Darrel B. Lechman, the Founder of SCYAP (Saskatoon Community Youth Arts Programming) Inc.

<http://www.scyapinc.org/>

Sheet1

<b>Budget requirements</b>	<b>Estimated cost</b>
Conference room	\$200.00 /day
Viewing Room	\$200.00 /day
Tech	\$800.00 /day
Videographer	\$2,000.00 /day
Photographer	\$350.00 /day
Printing	\$500.00
Media	\$500.00
Catering	\$1,000.00
Stage design	\$500.00
Louis Food/Drinks	\$500.00
Band	\$400.00
<b>Total</b>	<b>\$6,950.00</b>

<b><u>Ticket Revenue</u></b>	<b>Attendance</b>	<b>Ticket Price</b>	<b>Total</b>
<b>TEDxUofS</b>	100	\$50.00	\$5,000.00
<b>Louis' (est. attendance)</b>	100	\$10.00	\$1,000.00
	<b>Total</b>		<b>\$6,000.00</b>

Academic Affairs Board Minutes  
Tuesday November 8, 2011  
3:30-4:10 pm Browsers

Present: Kelsey Topola, Alex Ferwerda, Mandy Elash, Faye Anderson, Jennifer Bozek,  
Desiree Steele, Alexandria Werenka, Scott Adams

Regrets: Dylan Knowles

1. **Call to Order**

The meeting was called to order at 3:39pm

2. **Adoption of the Agenda**

VP Topola asked for a motion to adopt the agenda Carried

**AAB Motion03** Werenka/Anderson

3. **Business**

**3.1 Speak Up!**

Devin Clemens from the Speak Up Campaign was invited and confirmed he would be attending the meeting to discuss what the campaign's plans are for the term but he was absent from the meeting.

VP Topola suggested brainstorming so ideas to present to Speak up! But the group came to a consensus that they must be presented with a plan/platform from Speak Up! first. VP Ferwerda suggested that a detailed email with all the groups plans would suffice.

**3.2 TEA Survey Sign-up and Procedure**

VP Topola passed around a list of TEA surveys and asked each member to sign up for at least one survey. She then went over how surveys are to be administered and where to pick them up and drop them off after they are completed.

VP Ferwerda asked if TEA surveys have tried to go paperless. VP Topola responded that such a procedure would be unfeasible for a number of reasons at this point in time but that all the paper used in the surveys is recycled or put towards a green/sustainable initiative.

**3.3 Next meeting**

The group discussed the date of the next meeting. VP Topola was wary of meeting in December due to final exams so the next meeting date was set for Tuesday November 29 at 3:30 pm in Browsers.

4. **Questions and Comments**

There were no questions or comments

5. **Adjournment**

VP Topola asked for a motion to adjourn the meeting,

**AAB Motion04** Anderson/Werenka Carried

# Operations & Finance Board

November 3, 2011

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, Reid Nystuen, , Noel Zimmer

Also Present: Caroline Cottrell, Ben Dauvin, Mike Fulton, Scott Hitchings

Regrets: Jenna Moellenbeck, Justin Wood

Absent: David Konkin

## 1. Call to Order

The meeting was called to order at 10:04am.

## 2. Call for Quorum

Quorum was present.

## 3. Adoption of the Agenda

VP Nystuen moves to remove Indigenous Student Council funding request presentation from the agenda as they have sent regrets and will not be able to make it today.

**OFB Motion Nystuen/Ferwerda**

**Carried**

Motion to adopt the agenda as amended.

**OFB Motion Froh/Zimmer**

**Carried**

## 4. Board Presentations

The U of S Debate Society and IEEE Illumination presented their funding requests to the board.

## 5. Business

### A. Funding Requests

#### I) IEEE Illumination Conference

Motion to grant IEEE Illumination Conference \$650 USSU Funds and \$350 USSU Credit.

**OFB Motion Ferwerda/Froh**

**Carried**

#### II) U of S Debate

Motion to grant U of S Debate Society \$650 USSU Funds.

**OFB Motion Zimmer/Froh**

**Carried**

#### III) U of S New Democrats

Motion to grant U of S New Democrats \$450 USSU Credit.

**OFB Motion Nystuen/ Froh**

**Carried**

#### IV) Saskatoon Teelo Association

The event is on November 25, 2011 and is to be held at the Hose & Hydrant. The Operations and Finance Board would like to see if this event could possibly be moved to Louis' and then the club could receive USSU Credit rather than funds.

VP Nystuen will contact the club to see they could move the event to Louis'.  
Motion to differ this funding request to the next Operations and Finance Board meeting.

**OFB Motion Nystuen/Ferwerda**

**Carried**

**B. Ratifications**

Motion to ratify the following clubs:

- India Students Association
- Chinese Students and Scholars Association
- Saskatchewan 4-H Active Alumni
- Edwards Roundtable 2012 Conference

**OFB Motion Nystuen/Ferwerda**

**Carried**

**6. New Business**

General Manager Cottrell presented a memorandum to the board for their consideration. The memorandum outlines what direction should be taken for the Infrastructure Fee and the payment of the debt on the Place Riel renovation project. The memorandum outlines a recommended infrastructure reserve of \$750,000 which is roughly 4% of the total value of the loan. The memorandum then outlines three possible options for the use of additional funds over and above the reserve limit should this amount be reached. The Operations and Finance Board discussed this and gave their feedback. This will come under Business for next week's meeting and will be taken up again and shown to the board members who were not present for this meeting. This memorandum will not be put into policy, but if approved by the Operations and Finance Board will be viewed as an organizational directive as to how to deal with the Infrastructure Fee surplus. Once approved by the Operations and Finance Board it will go to the University Students Council for final approval.

**7. Questions & Comments**

There were no questions or comments.

**8. Adjournment**

Motion to adjourn.

**OFB Motion Nystuen/ Ferwerda**

**Carried**

Meeting adjourned at 10:55am.



## Memorandum

To: Operations and Finance Board  
From: Caroline Cottrell, General Manager  
Amanda Mitchell, Controller  
Date: November 3<sup>rd</sup>, 2011

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In 2007 the USSU began the process of seeking financing for the renovation and expansion of Place Riel. To make a very long story short, we eventually settled on a loan from First Nations Bank of Canada and TD Canada Trust, FNBC's senior partner. The loan is over 30 years, is based on derivative swaps but with a basic interest rate of 6.45%, and is "co-signed" by the University of Saskatchewan, based on an Order in Council from government. We have not yet fully termed out the loan – we've been borrowing as needed to pay the bills – but will have completed this process by December. However, based on all our current projections we will be making payments in the order of \$1.42 million dollars a year. (Note this fluctuates slightly depending on the year so is + or - \$10,000.00.)

This year we have a projected Infrastructure Fee income of (roughly) \$1,687,142.00 – or about \$267,000.00 surplus of income over payments. (Note: all projections are estimations until we have final reconciliations from the University in late April.) Our recommendation is that the USSU rebuild its infrastructure reserve fund to 4% of the principal loan of \$18.3 million – or \$750,000.00. Once this fund has been established we recommend using any surpluses to do one of three things: split 50-50 into additional reserve and paying down the debt; or, placing an amount equivalent to CPI (consumer price index) into the reserve fund and using the remainder to pay down debt; or, using the entire surplus to pay down the debt. The option of maintaining deposits into a reserve fund equal to CPI will allow the reserve fund to continue growing marginally and simultaneously will account for changes in construction costs. We believe that while it is desirable to pay down debt as rapidly as possible, it is also fiscally prudent to have reserves in order to avoid incurring further debt when inevitable repairs and renovations ensue either in Place Riel or the Memorial Union Building.

Moreover we recommend that the reserve fund is never allowed to drop below \$750,000.00 and that we plan as actively as possible to ensure that we also save for all leasehold improvements (renovations and major repairs) to either building, which we can anticipate. In other words – if we decide that we must replace all the windows in the MUB – we actively save the money ahead of time – above the \$750,000.00 – to effect this change.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	
Anderson, Alyssa	P	P	P	P	P	P		NM	
Anderson, Faye		P	P	P	P	P		NM	
Bozek, Jennifer	P	P	P	P	P	P		NM	
Brown, Jared	P	P	P	P	P	P		NM	
Clark, Jessalyn	P	P	P	P	P	P		NM	
Darker, Autumn	P	R	R	P	P	P		NM	
Ferwerda, Alex	P	P	P	P	P	P		NM	
Froh, Kelsey	P	R	R	P	P	P		NM	
Gartner, Adam		P	R	P	P	P		NM	
Goudreau, Rylan	P	P	P	P	P	R		NM	
Hitchings, Scott	P	P	P	R	P	P		NM	
Konkin, David	P	P	P	P	P	P		NM	
Lucas, Annie		P	P	R	P	P		NM	
Moellenbeck, Jenna		P	R	P	P	P		NM	
Nystuen, Reid	P	P	P	P	P	P		NM	
Paton, Gillian	P	R	P	P	P	P		NM	
Sinclair, Baylie	P	P	P	P	P	P		NM	
Steele, Desiree	P	P	P	P	P	R		NM	
Stenerson, Adam	P	P	R	R	P	R		NM	
Stevens, Michael	P	P	P	P	P	P		NM	
Thompson, Leon	NYA	P	P	P	P	P		NM	
Topola, Kelsey	P	P	P	P	P	P		NM	
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	
Zimmer, Noel	P	P	P	R	P	P		NM	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

# **University Students' Council Agenda**

Thursday November 24, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Risk Management - Nowell Seaman**
  - 3.2 Childcare Presentation – Dr. David Hannah**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – November 17, 2011**
  - 4.2 Executive Committee Minutes – November 21, 2011**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – November 14, 2011**
  - 4.9 Student Affairs Committee Minutes and Report – November 16, 2011**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Infrastructure Reserve**
- 7. New Business**
  - 7.1 Bylaw Amendment - Councilor Recall**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Christmas Social**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday November 17, 2011

## **Present**

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Alex Ferwerda, VP Student Affairs  
Kelsey Topola, VP Academic  
Lesley Tyler, Nursing  
Desiree Steele, STM  
Jessalyn Clark, Education  
Rylan Goudreau, Education  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Stenerson, Dentistry  
Noel Zimmer, Engineering  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Kelsey Froh, ESB  
Jared Brown, ISC  
Faye Anderson, Arts & Science  
David Konkin, STM  
Annie Lucas, Nursing

## **Also Present**

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Autumn Darker, Agriculture and Bioresources  
Adam Gartner, Engineering  
Alyssa Anderson, Vet Med  
Gillian Paton, Medicine

## **Absent**

## **Guests**

Meeting was called to order at 6:07 pm.

## **1. Agenda**

Move to change 9.1 Infrastructure Reserve to 7.1 under New Business.

**USCMotion068:** VP Nystuen/Councilor Konkin

**Carried**

Move to adopt the agenda as amended.

**USCMotion069:**

**Carried**

## **2. Introductions and Announcements**

**3. Council Address**

**4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – November 3, 2011**

**4.2 Executive Committee Minutes – November 3, November 7 & November 14, 2011**  
Councilor Steele asked for the minutes to be brought up on the screen.

**4.3 Academic Affairs Board Minutes – November 8, 2011**

**4.9 Operations & Finance Board Minutes – November 3, 2011**

**5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion070:** Councilor Thompson/Councilor Brown

**Carried**

**6. Business**

**7. New Business**

**7.1 Infrastructure Reserve**

VP Nystuen commented on the memorandum that was sent to USC members. As mentioned at the AGM, the USSU does collect an infrastructure fee. The amount collected from all students is enough to pay for the loan commitment each year and there is a little bit of safety over the top. What this directive does is sort of dictate what to do with the little bit of safety the USSU has every year and what it's saying is that we should put it into an infrastructure reserve and save it. What's recommended is 4% of the total loan commitment, which is roughly three quarters of a million dollars, go into the reserve. There are three different options that can be done with anything over and above that approximate \$750,000.00. The Operations and Finance Board passed this with the recommendation that the second option be chosen.

**8. Questions and Comments**

VP Ferwerda thanked the MSCs for staying for the meeting after the AGM and invited Councilors to Louis' after the meeting.

Councilor Brown recognized Marylou Mintram, the new elected member of the Indigenous Student Council.

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion071:** Councilor Goudreau/Councilor Sinclair

**Carried**

# Executive Committee

Minutes for Monday November 21, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 9:15 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Executive meeting
- Meeting with student
- Operations & Finance Board Meeting
- Meeting with Senior Managers re: Vision, Mission, Values
- Lunch meeting with Richard Florizone
- Class
- Dry Run of AGM
- Transit forum
- Student Affairs Board Meeting
- Wrote University Council Speech
- Prepared for AGM
- AGM
- Day Off in Lieu of Remembrance Day

**VP Topola**

- Attended Executive Committee meeting
- Attended class
- Instructed Learning community for the ULC
- Worked on re-writing the mission, vision and values of the USSU
- Administered TEA surveys
- Met with PALS in the ULC
- Attended Advising Council meeting
- Prepared for AGM
- Met with Professor Wendy Roy
- Attended Student Affairs Board Meeting

- Attended University Council
- Attended AGM
- Attended USC
- Met with Prof. Emily Morris
- Attended a joint meeting of RSAW and the International Committee of Council

### **VP Nystuen**

- Exec Meeting
- Operations and Finance Board meeting
- Contact clubs about funding that was granted at OFB meeting
- Type Operations and Finance Board minutes
- Working on Mission, Vision and Values meeting
- Meeting with Ahmadiyya Muslim Student Association
- Attended class
- Prepare for AGM, talking points, speech
- Hosted USSU Transit Forum
- Participated in USSU Daycare collective bargaining negotiations
- Louis'/Browsers planning meeting
- Interview with The Sheaf re: the MUB
- USSU Annual General Meeting
- Prepare for Budget and Finance Committee meeting
- Email clubs about outstanding ratifications, answer questions about ratifications and funding requests
- Write blog

### **VP Ferwerda**

- Executive Meeting
- Class
- White Ribbon Campaign Planning
- Writing the Mission, Vision and Values
- Fairtrade update and research
- Class
- Dry Run of AGM
- Childcare Project Design Meeting
- Student Affairs Board Meeting
- Class
- IACC Meeting
- Radio show (feel free asking to come on the air with me!)

#### 4. **Business**

##### 4.1 Fair Trade at Browsers

VP Ferwerda brought up the idea of Browsers being a full Fair Trade coffee provider. Browsers currently serves Museo coffee, which is not fair trade certified. VP Ferwerda would like some research done into the possibility of Browsers providing fair trade coffee as part of the University's Fair Trade Campus initiative. GM Cottrell commented that even though there is no problem with VP Ferwerda's request, it would be a time consuming process, business model wise, for Browsers and it would take a lot of work to change over to fair trade. GM Cottrell also commented that the Executive would need to make a decision on whether or not they wanted research done on the topic. President Hitchings agreed that it would be a good idea to do research on the cost comparisons. In addition, VP Topola also agreed she would be interested in seeing numbers and comparison to what is being served now. VP Nystuen noted that this topic was not brought before the major Browsers makeover and therefore the Executive should stick to the path that was decided before them and try it out before totally revamping Browsers. He also noted it would be expensive and would take time out of Facilities Manager, Freda Salikin's, busy schedule to come up with the research and was pointless especially if it's not going to change anything in the end. Facilities Manager Salikin will obtain and circulate the Museo information to Executive.

##### 4.2 White Ribbon Campaign

VP Ferwerda has sent out the White Ribbon Campaign project proposal to Executive (see attached) for next week. VP Topola asked for more information on what exactly was happening during the campaign. VP Ferwerda noted that he will have a table set up in the tunnel where the Women's Centre Co-ordinator, Ashley Pierce, along with other volunteers, will be helping with the campaign. VP Ferwerda noted that students will be able to put their handprints on a massive sheet, noting their support for the campaign. In addition, white ribbons will be given out and free coffee served. Executive decided that the \$50 budget for coffee was too low and decided to bump it up to \$100. The new budget for the whole campaign now stands at \$500. VP Nystuen asked if the Women's Centre would be taking half the cost since they were also involved in the campaign. VP Ferwerda commented that no, they would not be taking half the cost since it is his event.

**Move to approve the White Ribbon Campaign proposal.**

**Conditionally approved pending a more detailed plan.**

**EXECMotion074: VP Ferwerda/President Hitchings**

**Carried**

##### 4.3 Peer Health Educators

**Move to sponsor Peer Health Educators on plasmas.**

**EXECMotion075:** President Hitchings/VP Ferwerda

**Carried**

4.4 Executive Retreat

GM Cottrell reminded Executive of their mid-year retreat on January 3, 2012. Venue unknown.

4.5 Survey

GM Cottrell would like to survey the students in the new year in regards to feedback on the newly renovated Place Riel and other business aspects. The survey will be about 20 questions long and will be conducted sometime in Term 2. VP Topola would like to see what other services students are interested in seeing in Place Riel and the University. A prize will be given out. The last time a survey of this nature was done, the USSU website was used but VP Nystuen asked if it could be somehow done through PAWS. VP Topola commented that both PAWS and the USSU website should be used in some way for the survey.

4.6 ISC Calendar Sponsorship

VP Nystuen noted that the ISC received \$1000 in a funding request and were also looking for the USSU to sponsor a page in their calendar for \$500.

**Move to provide ISC Calendar sponsorship.**

**EXECMotion076:** VP Nystuen

**Denied**

4.7 AGM

Executive discussed the AGM from November 17, 2011.

**5. Adjournment**

Meeting was adjourned at 10:20 a.m.

## Executive Project Proposal

- A.1. Project Name: White Ribbon Campaign
- A.2. Proposed by: Alex Ferwerda VP Student Affairs

### II. Analysis

- A. Background Information and Need
- B. **What is the White Ribbon Campaign (WRC)?**
- C. The White Ribbon Campaign (WRC) is the largest effort in the world of men working to end violence against women (VAW). In over fifty-five countries, campaigns are led by both men and women, even though the focus is on educating men and boys. In some countries it is a general public education effort focused on ending violence against women.
- D. **How did the WRC get started?** In 1991, a handful of men in Canada decided they had a responsibility to urge men to speak out about violence against women. Wearing a white ribbon would be a symbol of men's opposition to violence against women. With only six weeks of preparation, 100,000 men across Canada wore a white ribbon, while many others were drawn into discussion and debate.

- A.1. History:

This campaign was put on two years ago by an executive member and seemed to be a great success. It is an important initiative as many campaigns that deal with violence against women are targeted towards women. This event, just like the “Don’t Be That Guy” campaign currently ongoing in the city of Saskatoon, takes a different and effective approach.

### B. Target Group and Characteristics

- B.1. Primary Target: Undergraduate Students
- B.2. Secondary Target (s): All individuals at the U of S

### D. Key Considerations

- D.1. Detailed Budget: Hand Washer 170\$ - Coffee 100\$ - Washable Paint 40\$ - Candy 20\$ - - Ribbons 170\$
- D.2. Budget Line: Executive Proposals
- D.3. Total Budget: 500\$

D.4. Organizational Requirements:

The week of the White Ribbon campaign will be spearheaded by myself and Ashley Pearse the women's centre coordinator. The week will involve handing out Ribbons and coffee in the tunnel along with a "these hands will not be used for violence" giant white sheet. Individuals will be able to put their hands in finger paint and make handprints on the white paper. A documentary showing is also in the works that may be coordinated with the ISC and the ASC as it pertains to violence against aboriginal women.

D.5. Timeline: Week of November 28<sup>th</sup>

# Operations & Finance Board

November 14, 2011

Present: Steven Heidel, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell

Regrets: Alex Ferwerda

Absent: Kelsey Froh, David Konkin

1. Call to Order  
The meeting was called to order at 12:02pm.  
Move to adopt the agenda.  
**OFB Motion17 Nystuen/Heidel** **Carried**
  
2. Call for Quorum  
Quorum was present.
  
3. Board Presentations  
Campus groups WUSC, Indigenous Student Council and Chinese Student & Scholar Association all presented funding requests to the Board.
  
5. Business
  - A. Ratifications
    - 1.1 Comitatus  
Move to ratify on the condition that they submit their bank statement.  
**OFB Motion18 Wood/Moellenbeck** **Carried**
  
    - B. Funding Requests
      - 2.1 WUSC- \$1000 Shine a Light Gala  
Move to grant WUSC \$1000 of USSU Credit to be used at Louis' for Shine a Light Gala.  
**OFB Motion19 Zimmer/Moellenbeck** **Carried**
  
      - 2.2 ISC- \$1000 Role Model Program  
Move to grant ISC \$500 USSU Credit for printing at XL Print & Design and \$500 USSU Funds to be disbursed upon presentation of receipts for approved costs.  
**OFB Motion20 Nystuen/Wood** **Carried**
  
      - 2.3 Chinese Student & Scholar Association- \$550 Welcome Reception  
Move to grant CSSA \$550 of USSU Credit to cover the technician cost of their Welcome Reception held at Louis'.  
**OFB Motion21 Nystuen/Heidel** **Carried**
  
      - 2.4 Canadian Institute of Mining- \$500 Steak night at Louis'  
Move to grant CIM \$500 USSU Credit for use at Steak night to be held at Louis'.  
**OFB Motion22 Wood/Moellenbeck** **Carried**

### 2.5 India Students Association- Parichay

This group submitted their funding request the day before the event and it is now almost 2 weeks since the event was held. It was held off campus at a high school and appears to be more of a community event. For these reasons the Operations and Finance Board has decided not to award this group funding.

### 2.6 Ahmadiyya Muslim Student Association- \$100 Speaker event

Move to grant AMSA \$100 USSU Credit to be used for printing at XL Print & Design.

**OFB Motion23 Nystuen/Heidel**

**Carried**

### .3 Infrastructure Reserve

The Operations and Finance Board again discussed the merits of this memorandum. It was agreed upon that this is a positive directive to help keep the USSU financial position strong and the proper way to deal with surpluses to the Infrastructure Fee. The memorandum provides for the establishment of a \$750,000 reserve fund to be created with any money that is collected that is over and above what the annual loan payment is. Once this \$750,000 is reached the memorandum provides for three options as to what to do with the additional funds. The Operations and Finance Board recommends that the option of continuing to fund the reserve at the rate of CPI while taking the remaining amount of additional funds and using them to directly pay down some of the principal amount of the Place Riel loan.

Move to accept the Infrastructure Fee memorandum, while recommending the option to pay down principle of loan once the reserve limit has been reached, while continuing to add to the reserve at the rate of CPI.

**OFB Motion24 Nystuen/Heidel**

**Carried**

6. New Business  
No new business.

7. Questions & Comments  
There were none.

8. Adjournment  
Move to adjourn.

**OFB Motion25 Nystuen/ Moellenbeck**

**Carried**

**Student Affairs Board**  
**November 16, 2011**

The Student Affairs Board shall analyze non-academic, non-governmental issues that the Council deems to be important to members and make recommendations to Council with regard to these affairs when appropriate.

Present: Alex Ferwerda, Allysa Anderson, Leon Thompson, Rebecca Zimmer, Steven Heidel, Scott Hitchings, Kelsey Topola  
Regrets: Jared Brown

**1. Called to order**

Meeting was called to order at 3:03 p.m.

**2. Call for Quorum**

Quorum was present.

**3. Adoption of the Agenda**

Move to adopt the agenda.

**SAB Motion:** Thompson/Anderson

**Carried**

**4. Business:**

4.1 Social Justice Initiatives

It was discussed as to whether there are areas in which the USSU could do better at dealing with social justice issues. Babcock noted that disabilities on campus are an important issue for the union and the university to consider. Another way that the union could do better in regards to social justice issues is better coordination with campus groups and clubs. It was noted that attending or helping to further the success of these initiatives put on by others is quite important.

4.2 White Ribbon Campaign

A volunteer handout sheet will be distributed to those of the committee who have to time to help out in the tunnel during the White Ribbon Campaign the week of November 28<sup>th</sup>.

**5. Questions and Comments**

It was brought up as to whether there is a need to assess a gap in regards to how the union deals with social justice causes. It was decided that further research, coordination and surveys ought to be done before the union is to appropriately respond.

**6. Adjournment**

Move to adjourn.

**SAB Motion: Anderson/Heidel**

**Carried**

## **Removal**

32. A councilor may be removed involuntarily from office if:
- (a) a quorum of two-thirds of members of Council is present at a Council meeting and a motion of non-confidence passes with a two-thirds majority.
  - (b) Subject to Section 32 (a), a petition is brought to Council with the signatures of at least X% of students from the college or body which a Councillor represents.

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Members of University Students' Council,

We are in the midst of what could appropriately be coined a 'constitutional crisis' regarding the recently held by-election for the two positions on University Students' Council for International Students.

In the lead up to the Annual General Meeting, I attended an information sharing meeting set up by the International Student and Study Abroad Centre (ISSAC) in order to explain our proposed amendment to Section 28 to remove the word "association" from "International Students' Association" and to simply have seats on University Students' Council for International Students. An email was sent from the ISSAC to each and every international student at the University of Saskatchewan and was thus a very open, and not a closed meeting.

At that meeting I came away with two messages, one being that the changes were acceptable and were not, in fact, robbing International Students of representation or marginalizing International students in any way; the other being that it is important to have International Student representation on University Students' Council as quickly as possible, and thus that the USSU should move forward with holding a by-election for the two seats for International Students, to be held on the November 17<sup>th</sup> and 18<sup>th</sup>. I would like to reiterate that the USSU held the by-election at the behest of those in attendance at the very open meeting set up by the International Students and Study Abroad Centre.

The by-election was indeed held on November 17<sup>th</sup> and 18<sup>th</sup>, with the results being Du Rui and Kai Li elected by international students to be representatives of international students on University Students Council.

The problem we now encounter is that the motion to amend Section 28 and remove the word 'association' from "International Students' Association" was struck down, thereby restricting membership on University Students Council to only International Students who are members of the International Student Association. Yet, the International Students' Association does not exist. Therefore, the two students who were elected in a free, fair, and open by-election by International Students at the University of Saskatchewan to represent International Students on University Students' Council cannot sit as representatives of International Students because they are not members of the International Students' Association because that association does not exist.

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The exact problem that the amendment to Section 28 sought to alleviate has now flown directly into our collective face. As President of the University of Saskatchewan Students' Union, I am required by the *Non-Profit Corporation Act, 1995* to ensure that the University of Saskatchewan Students' Union adheres to its own bylaw. Therefore, I must enforce section 28 of the USSU Bylaw and cannot allow Du Rui or Kai Li to sit at University Students' Council and represent the International Students who elected them to their positions, as a result of the fact that section 28 of the Bylaw states that membership on University Students' Council must be from the International Students' Association, which neither Du Rui nor Kai Li can be a member of, for the simple fact that one cannot be a member of a group that does not exist.

This problem would not exist if the amendment to Section 28 had been passed, as the two councilors would have simply been International Students elected by International Students and thus would have been in keeping with the amended bylaw. However, that is not the case, and the problem is now ours to embrace.

I see that there are two solutions to this problem. One solution is one over which the USSU has no control: that undergraduate International Students at the University of Saskatchewan establish and ratify the International Students' Association. Upon this action being taken, the USSU would then be forced to hold another by-election for the two seats on University Students' Council for the International Students' Association.

The other solution is that University Students' Council - as laid out in the powers of University Students' Council in the *Non-Profit Corporations Act, 1995* - amend Section 28 of the bylaw to remove the word "Association" from "International Student Association". This solution would still require the USSU to hold another by-election for the two seats on University Students' Council, but would not require that the USSU wait until an International Students' Association is formed before holding the by-election. This solution is the most logical; as it would ensure that in the future this problem is never again encountered. However, this solution could also be perceived to be deceitful and/or dishonest.

Unless the University Students' Council decides that the latter solution is the preferred route, we have no option but to wait until the International Students' Association forms and ratifies before holding a by-election for the two positions on University

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Students' Council, which ought to be filled as soon as possible. Until such a time comes, however, there will continue to be no representation from or for International Students on University Students' Council, which is a most unfortunate situation.

Signed,

Scott Hitchings  
President  
University of Saskatchewan Students' Union

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>	
Anderson, Alyssa	P	P	P	P	P	P		NM	R	
Anderson, Faye		P	P	P	P	P		NM	P	
Bozek, Jennifer	P	P	P	P	P	P		NM	P	
Brown, Jared	P	P	P	P	P	P		NM	P	
Clark, Jessalyn	P	P	P	P	P	P		NM	P	
Darker, Autumn	P	R	R	P	P	P		NM	R	
Ferwerda, Alex	P	P	P	P	P	P		NM	P	
Froh, Kelsey	P	R	R	P	P	P		NM	P	
Gartner, Adam		P	R	P	P	P		NM	R	
Goudreau, Rylan	P	P	P	P	P	R		NM	P	
Hitchings, Scott	P	P	P	R	P	P		NM	P	
Konkin, David	P	P	P	P	P	P		NM	P	
Lucas, Annie		P	P	R	P	P		NM	P	
Moellenbeck, Jenna		P	R	P	P	P		NM	P	
Nystuen, Reid	P	P	P	P	P	P		NM	P	
Paton, Gillian	P	R	P	P	P	P		NM	R	
Sinclair, Baylie	P	P	P	P	P	P		NM	P	
Steele, Desiree	P	P	P	P	P	R		NM	P	
Stenerson, Adam	P	P	R	R	P	R		NM	P	
Stevens, Michael	P	P	P	P	P	P		NM	P	
Thompson, Leon	NYA	P	P	P	P	P		NM	P	
Topola, Kelsey	P	P	P	P	P	P		NM	P	
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P	
Zimmer, Noel	P	P	P	R	P	P		NM	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

# **University Students' Council Agenda**

Thursday December 1, 2011

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Tuition Activity Based Budgeting System – Brett Fairbairn**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – November 24, 2011**
  - 4.2 Executive Committee Minutes – November 28, 2011**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – November 21 & November 28, 2011**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Infrastructure Reserve**
  - 6.2 Bylaw Amendment - Councilor Recall**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Councilor Resignation**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday November 24, 2011

## Present

Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Alyssa Anderson, Vet Med  
Adam Gartner, Engineering  
David Konkin, STM  
Faye Anderson, Arts & Science  
Jessalyn Clark, Education  
Jared Brown, ISC  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Stenerson, Dentistry  
Noel Zimmer, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Autumn Darker, Agriculture and Bioresources

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Lesley Tyler, Nursing  
Scott Hitchings, USSU President  
Gillian Paton, Medicine  
Rylan Goudreau, Education  
Desiree Steele, STM  
Annie Lucas, Nursing

## Absent

## Guests

Daryl Hofmann – The Sheaf  
Ishmael Daro – The Sheaf  
James Pepler – Admin  
Dr. David Hannah – SESD  
Nowell Seaman – Risk Management  
Bob Ferguson – DCS  
Ryan Moccasin – ISC  
Marylou Mintram – ISC  
Sharon Keyria  
Sasha Hanson  
Rhea Carlson – FMD  
Nolan Waldner

Meeting was called to order at 6:00 pm.

## 1. Agenda

Move to add 3.3 Brendan Tumback – USSU Lawyer to the agenda and table 6.1  
Infrastructure Reserve to next weeks meeting.

**USCMotion072:** VP Nystuen/VP Topola

**Carried**

Move to adopt the agenda as amended.

**USCMotion073:** Councilor Thompson/Councilor Anderson (Arts & Sci.)

**Carried**

## 2. Introductions and Announcements

VP Nystuen introduced Nowell Seaman and Dr. David Hannah.  
VP Topola introduced James Pepler.

VP Ferwerda introduced Daryl Hofmann and Ishmael Daro from The Sheaf.

Councilor Brown introduced Ryan Moccasin and Marylou Mintram of ISC.

### 3. Council Address

#### 3.1 Risk Management – Nowell Seaman

Move to go into informality.

**USCMotion074:** Councilor Thompson/VP Nystuen

**Carried**

#### 3.2 Childcare Presentation – Dr. David Hannah

Dr. Hannah thanked the USC for having him present an update on what's going on with the Childcare project on campus. Dr. Hannah introduced himself as the Associate Vice President of Student Affairs, along with Rhea Carlson, who will be helping with the presentation and James Pepler, who is involved with the project as well.

When the new 2010-2011 USSU Executive took office in May 2010, they identified childcare and the lack of childcare spaces on our campus, one of the highest priority issues, which they really wanted to address during their term of office. Chris Stoicheff, USSU President last year, wrote a letter to President MacKinnon identifying this as an area of concern of the USSU and got the University involved on the issue. President MacKinnon in response to that, decided to set up a steering committee to do something about the childcare shortage on our campus. The total campus population, including students, faculty and staff, is around twenty-five thousand people. There are about 110 childcare spaces on campus, between the USSU Childcare Centre and the Campus Daycare Centre. We are certainly not anywhere in the ballpark in relations to what is needed in terms of childcare. There have been a number of studies and research projects over the years that were put in place to study the childcare issue. The studies concluded that we need more childcare on campus, but nobody did anything about it. The steering committee was set up to find a solution to the issue. The committee started last year and completed a survey of all faculty, staff and students on campus, which led to between two and three thousand responses. It was discovered that the most significant finding of that survey was the amount of childcare spaces needed in the next year was around 800; the University has 110. This shows there is a huge need for childcare on our campus.

The committee started to investigate some options and looked at four possibilities. The first was to expand the existing childcare centre in the Williams Building. The second option was to expand the Campus Daycare Centre. The third option was to look for any other existing space on campus; would there be an opportunity to renovate an existing space on campus for childcare. Finally, the last option was to look at the possibility of creating a brand new purpose building with childcare space someplace on campus.

After examining all the options, the committee zeroed down to two possibilities that they are exploring at this point. One of them is to do an extensive expansion and renovation of the Campus Childcare Centre in the Education building, which currently houses 44 children. The maximum that is allowed under Provincial regulations is 90 children. The committee is actively in the process of designing an expansion and renovation of that building to accommodate that number of children. The other option that the committee is exploring is a new purpose childcare centre in the College Quarters, someplace close to the residences.

Rhea Carlson, of FMD, noted that there are two components to the childcare project, like Dr. Hannah mentioned. In the Education building, to accommodate 90 children, an expansion would need to happen. Interior and exterior space would be needed and would have to be renovated. Reconfiguration of the Education building to accommodate the childcare space would be needed. The anticipated cost is about \$870,000 to 1.3 million dollars. The difference in costs is directly related to whether or not they renovate the existing childcare facility.

The second component is the possibility of building something over at the College Quarter. Many location possibilities were looked at and some are still up for debate. The idea is to build a facility that will accommodate 64 children. The new facilities anticipated cost is around 3 million dollars.

The committee has investigated different building designs from around the world. Rhea Carlson commented on the various buildings she found interesting that are options for the new U of S childcare centre. One of the other ideas the committee has over at College Quarter is the barn located next to Griffith Stadium. The committee is currently investigating the possibility of reusing the barn for childcare space. This idea came from UBC, who have converted a similar structure into a space for childcare. There is huge potential for the unutilized barn as it has a great amount of space. The committee has been looking at ways to renovate and expand the barn on campus to make it useable for childcare space.

A Councilor asked how long the current waiting list is for childcare. Dr. Hannah commented that it is a very long wait and a major problem.

Dr. Hannah commented that the estimate cost for the full renovation in the Education building plus the expansion plus the new facility, is approximately a 4.3 million dollar project all together. Funding from the Provincial government add up to 1.36 million dollars towards the 4.3 million cost. The University of Saskatchewan has not made a firm dollar commitment yet, but they have said they will be making a significant contribution to the costs. Dr. Hannah notes that they are also working with University Advancement to engage in a major fundraising campaign. Dr. Hannah would like to see the students contributing in some way, possibly an added fee. Support and funding is needed from all stakeholders.

Councilor Thompson asked what kind of concerns are there in regard to the structure and environmental contaminations of the 100-year-old barn. Dr. Hannah commented that the barn was not built to be a childcare centre. An architectural and engineering consulting

company was just hired to do a feasibility study of the barn. There are many issues regarding the barn and it's safety, all of which are being looked at and taken into consideration.

A Councilor asked if there was a date set for the childcare centres and in regards to the renovations to the Education building. Dr. Hannah commented these are not two separate projects. It is one major project that has two components. The plan is to go to the Board of Governors for approval on this project in the Spring. By the time they go for approval, they need to have all the funding lined up.

USC Chair asked with regards to the current childcare spaces, is there guaranteed spots for students with children and would there be new spots in the new buildings. Dr. Hannah commented that the USSU Childcare Centre gives priority to USSU student members. The intention, with the new expansion, the University would like to specify how many spaces go for faculty, staff and students and potentially others on our campus. Dr. Hannah commented that his preference would be that half of these spaces be for students.

A Councilor asked that with the renovations would costs increase for the daycare services. Dr. Hannah noted that he does not know the answer to that yet and analysis of that will be done in the next few weeks.

Dr. Hannah noted that the University's contribution to childcare is phenomenal. The University leases the space to the childcare centres for approximately \$100 a year and they cover the costs of all the utilities, heating, lighting, water, sewage, custodian costs and maintenance fees. This is the model that the committee would like to continue with.

### **3.3 Brendan Tumback – USSU Lawyer**

VP Nystuen introduces Bryan Tumback, one of the USSU's lawyers, who will be talking to USC about the affects of what was decided at the AGM and how that currently plays into how council operates.

Mr. Tumback commented that at the AGM on November 17, 2011, there were several bylaw amendments that were put up for approval. Many of those were passed. The amendment to Section 28 of the Bylaw was not passed and there are some ramifications of that.

The amendment in that section was essentially to remove the two categories of Indigenous Students Council and International Students Association from the list of colleges contained in that section. Those were to be replaced in a separate section and renamed to be The International Students and Indigenous Students. If that were passed, they would separate from the colleges but with enrollment of each could have possibly two council members if they met the thousand-member threshold, as the colleges did. The amendment was struck down so that leaves us with the original bylaws as they were previous to that meeting.

In regards to the International Students Association (ISA), Mr. Tumback noted there was

an election held in anticipation to the amendment of Section 28 prior to the AGM, who never got any standing under the new revised bylaw. Unfortunately as the bylaw was not amended, those elected representatives have no standing under the current bylaw. Also, to Mr. Tumback's understanding, ISA is not in existence at this time and that means that, unless that entity is brought back and another election is held, they will not be eligible to have representation on Council at this time.

The second issue on Section 28 is in relation to the Indigenous Students' Council (ISC). The amendment was not passed, as mentioned before. The interpretation of that Bylaw is that for in order for any entity listed in that subsection to have more than one representative, they have to have at least one thousand or more of that entity to have two Councilors on Council. That being the case, in order for the ISC to have two Councilors, they would have to provide the USSU with some sort of documentary evidence that their membership is 1000+. That is the same across the board for all the colleges as well.

Member Sasha Hanson, the Global Connections Student Coordinator, noted that the Global Connections Student committee in the past has had elections subcommittees for the International Students' Association in the event that the International Students' Association isn't active, which is the case right now. One of the first agenda items they have in the New Year is to have the conversation about electing ISA Executives. Ms. Hanson just wanted to let the USSU know that. She would also like to see the USSU involved in their elections.

GM Cottrell commented that with the changes to the Bylaw, the USSU is obliged to make sure the elections are held and she will make sure an election will be held when the time comes.

Councilor Anderson (Arts & Sci.) asked if there could be two representatives from the ISC. Mr. Tumback commented that his interpretation of that what is needed for that second Councilor seat, is some legitimacy to the membership of that entity. Every other college that has one or two Councilors, there is proof of the numbers of membership of that entity. Legitimate documentation of those members to get it over that thousand member threshold, with that reasonable evidence, they would allow that second Councilor.

Councilor Thompson asked if there was a lack of that information as of right now. Mr. Tumback commented that to his understanding, yes there is a lack of that information. There is no information as to who belongs to that entity.

Councilor Konkin asked if it was the number of Indigenous students on campus that comprise that number or if there needs to be another recognition that they are members of ISC. Mr. Tumback noted that the students have to be members of ISC. A specific number and evidence of that number is needed and will put it in line with all the other colleges. He noted that continuity is important so that one entity isn't treated differently than the others.

VP Nystuen commented that as it stands now, and it being in the Bylaw, those members are anchored to that specific group, that group must demonstrate membership of a thousand

members. For this, it is the same as we would do for any club when they ratify in that they have to demonstrate that they have at least 15 members interested in the club – this includes a name, student number and email. So if the ISC can gather a thousand members to voluntarily join their organization, then they can have that second Councilor. Simply having an organization saying they represent everybody, doesn't mean they are members of that organization. If the wording was to change, and it would simply be for International or Indigenous Students, then like all other colleges, the USSU would look at University enrollment numbers for those groups.

Councilor Zimmer asked for clarification on the MSC positions, for the ISA and ISC - are only members of those groups allowed to vote for the MSCs or will it be as anyone who identifies himself or herself as Indigenous or International that can vote. VP Nystuen commented that his understanding is that when voting is done through PAWS, it is open for the entire group to vote on. GM Cottrell noted that her understanding is that PAWS would have to have a mechanism to identify the students who are members of the ISC and only those people would be able to vote. If the term "Council" were dropped, then all students who self identify through the enrollment process at the University of Saskatchewan would be eligible to vote.

Councilor Brown asked why is there an issue now with the Bylaw since it's still the same. He asked why it's a violation now after the election and AGM, because prior to the AGM it was fine. VP Topola commented that this has only come to light after the AGM. It was in a discussion that GM Cottrell was having after the AGM that this thought occurred to her that perhaps because the ISA and ISC themselves as groups didn't have a thousand members, that they weren't entitled to two MSCs. She posed this question to the USSU lawyer who confirmed this suspicion - because the groups themselves didn't have 1000 members, they were not eligible for two MSCs. It wasn't until now that anyone actually thought of it.

Councilor Brown commented that those within the ISC believe it is an involuntary association that they represent all the Aboriginal students on campus. He believes with that idea they can come to an amendment to the Bylaw where the USSU and ISC can work together to come to a collective agreement. He noted the ISC would like to move forward and look at a way where they can still have that involuntary association, like it is with the USSU for example.

VP Topola commented that as part of the University of Saskatchewan Act 1995 Section 49, subsection P and V, which the Board of Governors has allowed the collection of a fee from all undergraduate students to be assessed and collected on our behalf. There are numerous references to the Student Union in the Act. By the reference to the Executive's positions and by the fact that they can collect a mandatory fee, that is where the USSU drives it's authority from as a legitimate body and why all undergraduate students are automatically considered members of the USSU. VP Topola goes on to comment it is now Councils' problem and Council has essentially two options to deal with the ramifications of the AGM. The first option is to wait for the ISA to form, wait for their Executive to form and then elections can be held. The other option open to Council is to take a Bylaw

amendment similar to, if not identical to the one that was brought and struck down to the AGM last week, to an SGM and for it to be decided on there. The solution is in keeping with the Non-Profit Corporation Act. Those are the two options and it is up to Council to decide on since it is now their problem to deal with.

GM Cottrell asked USSU lawyer Mr. Tumback to address Councilor Brown's question, as new information was uncovered this afternoon from the University archives.

Mr. Tumback commented that in addition to the authority under the University of Saskatchewan Act, there was a referendum held on campus in 1969, which through that process the Board of Governors also formalized the collection of student fees by the USSU and a mandatory membership of all undergrad students. Therefore it has historically been there since 1969 and there is no end date and will continue. He notes, that as VP Topola pointed out, there is that additional authority in the University of Saskatchewan Act as well. In addition, with regards to putting forth a Bylaw amendment at an SGM, it should be noted that under Section 94, essentially the whole process would have to be done again. An SGM would have to be called, the Bylaw amendment proposed would have to be circulated and then a vote of the membership.

Councilor Anderson (Arts & Sci.) asked if a Council or Indigenous students elect members from ISC. Councilor Brown commented that for the past three years that he has been apart of the ISC, it has been the entire Aboriginal population at the University.

VP Topola asked if Mr. Tumback could comment on the distinction why Council needs to take this issue to an SGM and not simply have Council amend this Bylaw.

Mr. Tumback commented that it comes down to the section in the Non-Profit Corporation Act, which he referenced earlier. That section is there to essentially to disallow the Board from making an amendment, similar to the one struck down at the AGM. It is a stopgap so that if something so similar to the original one that was struck down is brought up, the membership then has to be on side with amending it.

Member Sasha Hanson would like to see Council go through with this amendment. She also commented that she is confused with the changes to the Bylaw regarding the wording and categorization of the ISC and ISA. She asked if the membership verification be the same process for all of the MSC elections.

VP Nystuen commented that one of the things that the Executive tired the change in the Bylaw, was to try to clean up some of the language. They were going to change "Student Society" to "College" because as it is now listed, it says "Student societies means: college, school, institution or group." So there are many different definitions when it says "Student Society", the Executive wanted to remove that to simply mean "college". The language change did not pass.

Member Ryan Moccasin from the ISC asked Mr. Tumback when ISC is voted in by all Aboriginal students who self identify, does that not qualify them as membership of the

ISC. When you self identify, that qualifies you to vote for the ISC and dictate who you want to lead for the ISC. Mr. Tumback commented it is the intent of the Executive and USSU to keep it constant across the board. Knowing that those members are there and proof of membership is what counts and verification that those people are voting for those positions.

Member Ryan Moccasin noted that the ISC is working on getting access to those students who self identify. He asked if that would qualify as adequate proof. Mr. Tumback commented that he is not sure of what the Executive will accept as proof at this time. It would have to be further discussed and the Executive would have to be comfortable with what the ISC was providing. He goes on to note that it is not an unreasonable request to see proof of membership so that it is all the same for all the groups and colleges.

Councilor Thompson asked if the census numbers published by the University and listed on the U of S website would be an acceptable count of Indigenous students enrolled at the University of Saskatchewan. Mr. Tumback commented that he can't speak on behalf of the Executive or Council and would have to discuss the matter on a legal standpoint.

USC Chair commented that saying there is this many Aboriginal students on campus is one thing and saying that all of them are members of the ISC is another.

Councilor Clark would like Councilors to look at this from another standpoint. She uses the College of Education as an example. Council and Student Society is the same thing. So if it said "Education Students' Society", there are only currently 36 voted members on the Education Students' Society or Council. If that said "College of Education Students' Society" or Students' Council, and that's what we wanted it to say, and it says that we need 1000 members on that Council to have two representatives. It doesn't matter if we have over 1000 people or representatives of our college, if they're not sitting on the society or council, then we can't have that same representation. Councilor Clark believes this is where signals got mixed at the AGM and the whole purpose of removing that word was to further the opportunities for Indigenous students and International students. She believes removing the word "Council" was an intention of a good thing and was a way of opening up opportunity.

Councilor Brown comments that the ISC, ISA and the USSU are groups who are in violation of this. He suggest a time be set up where the three groups, or representatives from these groups, can sit down together to talk about this issue and find some collaborative way to move past this. There is no need to have quarrels and resolution can be found and is in the best interest of everybody.

VP Nystuen clarified that the USSU is not in violation of anything and are enforcing the Bylaw so they are not. He notes that the Executive's doors are always open for meeting but goes on to comment that the only resolution, as far as he knows, are one of the two options laid out by VP Topola.

Councilor Brown asked if the Executive were not willing to sit down and come to a

different agreement, other than the two options VP Topola laid out. VP Nystuen noted that legally they couldn't as it is set out in their Bylaw and need to follow what is there now. There is no deal that can be struck. Councilor Brown commented that he meant putting together something that could be put forward at an AGM or SGM, so both groups are on the same page. He's not asking the Executive to violate anything; he just wants something positive to come out of this so it benefits everybody.

VP Topola asked for clarification from Councilor Brown as to whether or not he was agreeing to one of the two options. She asked Councilor Brown if he would like an open conversation between the USSU, ISA and ISC to come to some kind of amendment and then to bring that to an SGM. Councilor Brown confirmed.

Move to go back to formality.

**USCMotion075:** Councilor Brown/Councilor Anderson (Arts & Sci.) **Carried**

#### **4. Minutes and Reports for Information**

**4.1 University Students' Council Minutes – November 17, 2011**

**4.2 Executive Committee Minutes – November 21, 2011**

**4.8 Budget & Finance Committee Minutes – November 14, 2011**

**4.9 Student Affairs Committee Minutes – November 16, 2011**

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion076:** Councilor Thompson/Councilor Bozek **Carried**

#### **6. Business**

#### **7. New Business**

##### **7.1 Bylaw Amendment – Councilor Recall**

VP Nystuen commented this is an amendment the Executive came up with and developed but never made it to the website before the AGM. This amendment would give students who feel their MSC is not representing the entirety of their college, a way or a method to bring up impeachment of the MSC to Council.

This is a method of accountability at the college level and not simply at the Council level. And so, this is what the Executive is proposing; through petition, students from the group that the member represents would be able to bring forward and demonstrate that petition. This would bring a motion for impeachment to Council. It doesn't mean that Council has

to impeach them; it just simply means a motion would be brought forward. As it reads now, it is X% as the amendment is still in the stages of being revamped and will be discussed at next weeks meeting.

Councilor Anderson (Arts & Sci.) asked if any ideas could be shared as to what that X amount would be. VP Nystuen commented that even though it has not been decided, it has been proposed that 5%, which is the same amount of percent that is required from the general membership to trigger a referendum.

Member Ishmael Daro asked why this is necessary and how this came up. VP Nystuen commented that this idea came up after a number of different student groups wanted some method to reinsure MSCs represent the groups they are said to be representing.

Councilor Stevens asked if Council would be able to do amendments or would it have to be done at an AGM. VP Nystuen commented that as part of a section of the Non-Profit Corporations Act says that an amendment of similar spirit cannot then be discussed and changed by the directors as more of a method to circumvent what the membership had decided. This is not something that was discussed and struck down at the AGM, so it is something Council has the power to amend.

Member Nolan Waldner asked if this amendment needed to be approved by the members eventually or can it just be passed without ever going to an AGM. VP Nystuen commented it would go forward until the next AGM and then would be ratified then when the minutes are approved.

Councilor Anderson (Arts & Sci.) asked what the timeline was to vote upon this amendment. USC Chair commented it would be discussed and voted upon at the next meeting.

## **8. Questions and Comments**

Councilor Thompson discussed there was a Saskatoon Biking workshop that will be held on November 29 at the Core Neighborhood Youth Coop on 20<sup>th</sup> Street.

VP Topola noted that Teaching Award Surveys were almost complete for the term. She thanked all those who helped administer the surveys to nearly 1100 students.

Councilor Thompson made it known that the ASSU put forward a motion and voted unanimously to impeach himself and Member Anderson from Arts & Science. This does not effect that they are still on USC. There has been a meeting with the ASSU president and VP Academic where they discussed why the motion came forward that was an alleged joke that went down hill. One of their major concerns was a lack of communication. However, Councilor Thompson notes that the first time the ASSU tried to contact them was the time they were told they were impeached. They are still trying to foster good relations with the ASSU. They are in email contact with them.

VP Ferwerda told Council about the White Ribbon Campaign happening the week of November 28 - December 2 put on by him and the Women's Centre Coordinator, Ashley Pierce. The campaign, which was started by men, is to address men in violence against women and to say don't do that. Along with other volunteers, he will be in the tunnel where students can put their handprints on a large piece of paper in support of the campaign. VP Ferwerda will send out an email where Councilors can sign up to volunteer.

VP Topola in response to VP Ferwerda noted that she was sure many Councilors would be in favour of volunteering and reminded everyone that it was a very important campaign to raise awareness.

**9. Other Business**

**9.1 Christmas Social**

VP Nystuen reminded Council that next week, December 1, will be the last USC meeting before finals and Christmas. After the meeting everyone will go to Louis' to enjoy some snacks and beverages. All members are welcomed.

**10. Adjournment**

Move to adjourn.

**USCMotion077:** VP Nystuen/Councilor Gartner

**Carried**

# Executive Committee

Minutes for Monday November 28, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Jason Ventnor

Regrets: Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 9:04 a.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

#### **VP Topola**

- Attended Executive Committee Meeting
- Attended class
- Instructed a Learning Community for the ULC
- Administered TEA surveys
- Attended meeting of fellow PAL's at the ULC
- Met with Professor William Bartley
- Attended Provost's Review Committee meeting
- Attended meet and greet with Peter Corninsh
- Attended USSU Christmas Card meeting
- Attended the Undergraduate forum
- Attended USC
- Attended Museo coffee presentation
- sent plasma points and University Affairs Blog to Jason Ventnor

#### **VP Nystuen**

- Executive meeting
- Budget and Finance Committee meeting
- USSU Daycare bargaining negotiations
- USSU Daycare board meeting
- Class, group meeting, class presentation
- Meeting with SESS President Trevor Paschke

- U-Pass Student Card Technologies meeting
- USC Meeting
- Meeting with Councilor Jared Brown
- Meeting with Councilor Faye Anderson
- Museo Presentation on their coffee now sold at Browsers
- Meeting with College of Nursing representative
- Contacted clubs about outstanding ratification documents
- Prepared package for next week's Budget and Finance Committee meeting
- Talked to clubs about how to get insurance and signed many insurance forms
- General OpFin duties. Signing checks, reviewing receipts and petty cash disbursements

#### **VP Ferwerda**

- Class
- Half-ADO (Essay writing)
- White Ribbon Planning meeting
- PACWSA (Status of Women)
- Sustainability on Campus Meeting
- Daycare Board Meeting
- TEA Survey
- Class
- Half ADO (Essays Yay!)
- Exec Meeting
- Meet and greet with P. Cornish
- USC
- Museo Presentation
- Fairtrade Update
- Class
- Half ADO (Less excited about essays now)

#### **4. Business**

##### 4.1 Councilor Recall

Executive discussed the 5% Councilor Recall, which will be brought up at the USC meeting for Councilors to debate. VP Nystuen commented that it should be 5% or the number of people who voted in the election of that Councilor. He also commented that it should be 5% for colleges with over a thousand people and 10% for those colleges under a thousand.

##### 4.2 Bike Stand Sign

See attached.

**Move to approve bike stand sign.**

**EXECMotion077:** VP Ferwerda/President Hitchings

**Carried**

5. **Adjournment**

Meeting was adjourned at 9:41 a.m.



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Prepared For Jason Vetrnor,

Thank you for the opportunity to quote on the following items as discussed. Please do not hesitate to call me when finalizing this order, or with any other questions you might have.

Estimate Description							
<b>2 bike parking signs</b>							
Product Code	Sides	Color	Quantity	Vert	Horiz	Depth	Price @
Large Format	1	Process	2.00	0.00	0.00	0.00	\$ 139.45
<b>Description</b>	<i>Large Format Digital Printing</i> <i>qty 2</i> <i>BIKE SIGNS</i> <i>6" x 28"</i> <i>3M 180 vinyl with matte laminate</i> <i>mounted to to 3 mm dibond</i> <i>with 4 screw holes predrilled on each</i> <i>print ready file supplied</i> <i>supply only</i>					<b>Total:</b>	<b>\$278.90</b>
Product Code	Color	Quantity	Vert	Horiz	Depth	Price @	
Graphics		1.00	0.00	0.00	0.00	\$ 0.00	
<b>Description</b>	<i>Other Terms and Conditions:</i> <i>1. Price includes 1st Proof and 1 Revision.</i> <i>2. Art is billable at hourly rates if order does not proceed.</i> <i>3. Prices quoted do not include applicable sales taxes.</i> <i>4. Price is FOB Seventy-Seven Signs unless stated otherwise in estimate.</i> <i>5. Estimate subject to possible revision if not accepted within 30 days.</i> <i>6. Installations are weather permitting, as determined by Seventy-Seven Signs.</i>  <i>Customer Acceptance: Estimate is accepted "As Is", please proceed with order.</i>  <i>Placed this _____, 20____</i>  <i>Print Name: _____</i>  <i>Signature: _____</i>					<b>Total:</b>	<b>\$0.00</b>

Notes:

Yours Sincerely,

**Rob McWatt**

611 - 50th Street East Saskatoon, SK S7K 5W8 Phone: (306) 931-1130 Fax: (306) 931-6828 (rob@77signs.com)

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# Budget & Finance Committee

November 21, 2011

Present: Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood

Also Present: Caroline Cottrell, Jared Fingler

Regrets: Alex Ferwerda, Noel Zimmer

Absent: None

1. Call to Order  
The meeting was called to order at 12:04pm.  
Motion to add Canadian Association of Pharmacy Students and Interns (CAPSI) to Ratifications as item 5.1.3.  
**BFC Motion26 Nystuen/Froh** **Carried**  
Motion to adopt the agenda as amended.  
**BFC Motion27 Nysuen/Froh** **Carried**
2. Call for Quorum  
Quorum was present.
3. Board Presentations  
Jared Fingler for ESB JDC West team presented a funding request for Chillin' for Charity event. This event is where students raise money for the Children Hospital Foundation and then jump in a pool of water at the end of November. The Pepsi product would be used at the BBQ sale that is being held in conjunction with the event. USSU Funds would go towards keeping the costs as low as possible as that the most amount of money can be raised.
4. Business
  - A. Ratifications
    - 1.1 Visual Artists Students Union
    - 1.2 U of S Ukrainian Students' Association
    - 1.3 Canadian Association of Pharmacy Students and Interns (CAPSI)Move to ratify the listed groups.  
**OFB Motion28 Froh/Wood** **Carried**
  - B. Funding Requests
    - 2.1 ESB JDC West- \$950 Chillin' for Charity  
Move to grant ESB JDC West \$650 of USSU funds and \$300 of Pepsi product for Chillin' for Charity event.  
**OFB Motion29 Heidel/Wood** **Carried**
    - 2.2 Catholic Christian Outreach- \$500 Winter Formal  
Move to grant Catholic Christian Outreach \$500 of USSU funds for their Winter Formal Event.  
**OFB Motion30 Nystuen/Konkin** **Carried**

5. New Business  
No New Business.
  
6. Questions & Comments  
VP Nystuen outlined that so far prior to this meeting the Committee had granted \$8,976.57 of their \$23,000 budget line for the year leaving them with \$14,023.43 worth of money left to allocate.
  
7. Adjournment  
Motion to adjourn.  
**OFB Motion31 Moellenbeck/Nystuen** **Carried**  
Meeting was adjourned at 12:31pm.

# Budget & Finance Committee

November 28, 2011

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Regrets: None

Absent: David Konkin

1. Call to Order  
The meeting was called to order at 12:04pm.  
Move to adopt the agenda.  
**BFC Motion32 Nystuen/Froh** **Carried**
2. Call for Quorum  
Quorum was present.
3. Board Presentations  
None.
4. Business
  - A. Ratifications
    - 1.1 Religious Studies Student Union
    - 1.2 U of S Concrete Toboggan
    - 1.3 St. Thomas More College Students' Union
    - 1.4 Saskatoon Nursing Students' Association
    - 1.5 U of S Curling ClubMove to ratified the listed groups.  
**BFC Motion33 Froh/Heidel** **Carried**
  - B. Funding Requests
    - 2.1 Religious Studies Student Union- \$400 funds for Meet and Greet event  
Move to grant \$200 USSU funds to RSSU for this event. Because \$200 of the \$400 was to be spent on alcohol and we do not fund this.  
**BFC Motion34 Nystuen/Wood** **Carried**
    - 2.2 U of S Curling Club- \$480 funds for University Playdowns  
Move to grant \$480 of USSU funds to U of S Curling Club.  
**BFC Motion35 Wood/Froh** **Carried**
5. New Business  
No New Business.
6. Questions & Comments  
VP Nystuen said that this would be the last formal meeting of the term as finals begin next week. If there are some pressing issues the committee will meet and approve motions over email. VP Nystuen would put together a meeting package like he would for a regular meeting, but the committee members would discuss

and approve motions over email and not physically convene. This will be done only if necessary and is designed to allow committee members to focus on their finals in December.

VP Nystuen also announced that he would be sending out a poll for term 2 in December. Committee members are to fill it out and specify when they are regularly busy with class. This will allow VP Nystuen to find a time that is available for everyone to meet in term 2 so the committee can have regularly scheduled weekly meetings.

7. Adjournment

Motion to adjourn the meeting.

**BFC Motion 36 Froh/Moellenbeck**

**Carried**

Meeting adjourned at 12:26pm.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>										
Anderson, Alyssa	P										
Anderson, Faye	P										
Bozek, Jennifer	P										
Brown, Jared	P										
Clark, Jessalyn	P										
Darker, Autumn	R										
Ferwerda, Alex	P										
Froh, Kelsey	P										
Gartner, Adam	P										
Goudreau, Rylan	R										
Hitchings, Scott	R										
Konkin, David	P										
Lucas, Annie	R										
Moellenbeck, Jenna	P										
Nystuen, Reid	P										
Paton, Gillian	R										
Sinclair, Baylie	P										
Steele, Desiree	R										
Stenerson, Adam	P										
Stevens, Michael	P										
Thompson, Leon	P										
Topola, Kelsey	P										
Tyler, Lesley	R										
Zimmer, Noel	P										

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday January 5, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – December 1, 2011**
  - 4.2 Executive Committee Minutes – December 6 & December 14, 2011**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – December 13, 2011**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
  - 7.1 AGM/SGM**
  - 7.2 Childcare Centre**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Academic Affairs Committee Election**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday December 1, 2011

## **Present**

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Gartner, Engineering  
Gillian Paton, Medicine  
Faye Anderson, Arts & Science  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Stenerson, Dentistry  
Kelsey Froh, ESB  
Rylan Goudreau, Education  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM  
Annie Lucas, Nursing  
Lesley Tyler, Nursing  
David Konkin, STM

## **Also Present**

Matt Leisle, USC Chair  
Jason Ventnor, Communications & Service  
Manager

## **Regrets**

Noel Zimmer, Engineering  
Jared Brown, ISC

## **Absent**

## **Guests**

James Pepler – Admin  
Nolan Waldner – Arts & Science  
Daryl Hofmann – The Sheaf

Meeting was called to order at 6:00 pm.

## **1. Agenda**

Move to adopt the agenda.

**USCMotion078:** Councilor Thompson/Councilor Anderson (Arts & Sci.)

**Carried**

## **2. Introductions and Announcements**

President Hitchings introduced Brett Fairbairn and Ginger Appel.

VP Topola introduced James Pepler and Jason Ventnor.

Councilor Anderson (Arts & Sci.) introduced Daryl Hofmann from The Sheaf.

### 3. Council Address

#### 3.1 Tuition Activity Based Budgeting System – Brett Fairbairn

Move to go into informality.

**USCMotion079:** Councilor Anderson (Arts & Sci.)/Councilor Gartner **Carried**

Brett Fairbairn thanked Councilors for having him and commented it was his first time in the new council chambers. He noted when he was involved in student council at the University of Saskatchewan, they were still meeting in a classroom in what was then the College of Commerce, now the Edwards School of Business. He commented that one of the people that he was on council with was Murray Edwards and that council was a great place to make connections with other people.

Dr. Fairbairn noted that he was asked to come to Council to talk about the University's new planned budgeting system, which is referred to as the Transparent and Activity Based Budgeting System.

Dr. Fairbairn explained that one of his roles as Provost and Vice President Academic is to have oversight over the University's planning and budgeting processes. As such, one of his jobs is to make sure that the budgets of the University are aligned with the academic priorities and the things that they are putting their funds towards, as an institution, are the things that are important academically. Discussions about budgeting are really discussions about the University's mission and how to accomplish that mission. Budgets are not the most exciting part of what the University does, yet are an important part of how we sustain all that over time. There are lots of people involved in the budgeting process.

The University of Saskatchewan is a small to medium sized medical doctoral University. There are about 15 medical doctoral Universities in the country. What that means financially is that we have per year about eight hundred million dollars in budget activity at this University. About four hundred million of that is in the operating budget, and this is what sustains the core activities of the University; it pays most of the faculty's salaries and most of the expenses associated with the colleges. So four hundred million dollars in operating budget and another four hundred million that has to do with research, with capital, with trusts and endowment, scholarship funds, etc. All of it together is what enables the University of Saskatchewan to operate.

In that operation budget, roughly 70% of revenue comes from a grant from the Province of Saskatchewan. Another 22% comes from tuition revenue, so students are an important part of how the University's operation budget is funded. The rest is from a variety of sources, such as investments. About 60% of the budget is allocated directly out to colleges. There is another 20% that goes to the Administrative unit, things like the Facilities Management Division. Another chunk of the money goes to pay for costs that the University pays

centrally, like utilities. Another part of the money goes to targeted purposes, things like strategic priorities, library acquisitions, scholarship funds, etc. That altogether is how the University allocates the money out.

The budget system the University has been using has been a historical system. The budget of every college is exactly equal to what they got the year before plus any little tweak that's added along the way. The tweaks include the colleges get extra funding when salaries increase. This new budgeting project is about getting a systematic way of assessing information so decisions about the budget can be made on an informed basis. The goal is a budgeting system that can gradually change over time in response to changes in activity levels. So if a college knows that their enrollment is going up over a long period of time, then they should be able to predict that their budget will go up to match. And vice versa; if activity levels decrease, so does their budget. So it is all about freeing up the budget system so budgets can change over time and can respond to changes in activity levels, which hasn't been the case with the historical model.

The new budgeting system is being developed over years of time with discussions with hundreds of people from across the campus. The University has identified this as a project in their second integrated plan when it was adopted in 2008. The new budget will be implemented with the third integrated plan in March of 2012. This student council will be the first to see the introduction and implementation of the new budgeting system, the TABS model. It will still take years after to fill in some of the details. The introduction of the new model is slow and been looked at thoroughly. This has not been invented out of the blue. The University looked at other budget models across the world and looked at what the best Universities are doing. There are dozens of Universities who have adopted the kind of budget model we are moving to and we will not be the first. Teams from other Universities were brought in for discussion on how their budgeting system worked and what was learned from it.

There are changes required to strengthen our budget system and to improve decision-making. Budgets at our University are not going to be determined by a formula or by a spreadsheet. Our budget system will produce information, but it's people in the University that will still make the decisions based on the information that our budget model will produce.

One of the most important things about how this model will work is that instead of 60% of the University budget being allocated out to units, something more like almost all of the University's revenue will be allocated out to the colleges. So maybe 95% will be allocated. So the entire budget of the University will be taken and allocated all that revenue to the colleges and therefore the colleges will see their revenues increase by a corresponding amount. Also, the University will allocate out all the expense because the University will still have to heat buildings and audit financial accounts, administer student aid funding, etc. Colleges will see their revenue go up and will also see new expenses charged against their accounts. And that will accomplish the goal of transparency that the University is looking for.

There are a number of things the University expects will change, such as the quality of

financial decision making with improve. There will be some incentives in this model.

There are a number of things that will not change. This isn't a budget model that will create new revenue; the University will have just as much money to work with on the day after they implement the new budget model as they had the day before. This system allows the University to be more flexible over time. There will be no change as to who makes decisions. TABS is a system that will allocate money to the college on a different basis than before, but what the college does with it is still the college's decision.

Beginning in March of 2012 the University will introduce a system of budgeting for our colleges that will allocate out revenues and expenses to units in ways that will be flexible and that will change over time. The reason the University is doing all this ultimately is to be more effective in our teaching, in the experiences we provide for students and more effective in the research that we do for society at large. This is one of many projects going on in the University.

Councilor Konkin noted that one of the advantages of moving toward this new budgeting system is increased incentive for cost efficiency, but with that comes a concern of larger class sizes occurring and smaller departments. Dr. Fairbairn commented that this concern has been talked about in different forums. It's a question about how we the University and colleges will use the information that the model generates. Decision making in the University is always driven by academic priorities and that should never change. One of the things the University expects that will guide all units' decisions is the desire to provide a quality experience to students. There is research to show that big classes aren't always bad. In the historical budgeting system that the University uses right now, colleges get the same allocations from the University, no matter how many students they admit under the current model and no matter what their quality of teaching is. You can look at the current budget model and say there is no incentive to admit students and no incentive to teach well, and that's true financially. But Dr. Fairbairn knows from talking to faculty across the campus, that people actually care really deeply about good teaching and about designing a quality experience. They care about it because it's a value of the institution and it drives the decision-making. The TABS model will help determine what resources the colleges have available.

VP Nystuen commented in the name of the new system it says "transparency" and asked in what way will that be transparent to the University community and students. Dr. Fairbairn commented that the word transparency is really important for the budget model and it wasn't named until after a couple of years work was done on it. Part of what they talked about with people from other Universities was how does this model work and what difference does it make. The word transparent here means a couple of things. One of them is that it means that everybody in the University will have the same information. It will be transparent in that everybody will be able to look it up. What the University wants to keep clear and simple is the drivers that go in and the outputs that come out. So the University is designing a budget model that will be driven by just a few inputs and that will produce just a few outputs in terms of the cost of revenue allocations. That is the kind of simplicity that will help make the whole thing transparent. Colleges will know based just on student

numbers, teaching activity and research activity, what revenues are going to result in the model. And based on those same things, changes in those things, they'll know how their costs will change.

Councilor Steele commented that Dr. Fairbairn mentioned that there will be a few simple inputs and outputs, like student numbers. In terms of comparing the different academic priorities and teaching models and learning models in different colleges, she asked for an explanation on how the different priorities will be compared and deemed appropriate. Dr. Fairbairn commented the purpose of the model isn't to decide what has value. The purpose of the model is to flow revenue to colleges. What the University is aiming to do is to take revenue the way it comes to the University and flow it on that same basis to the colleges. So the things that determine the total of the Universities revenue and the college's share of those activities will be the things that determine the college's revenue. It's about looking at how revenue is actually created and passing the actual revenue to each college. For any given college, the college's revenue is going to be determined by their share of tuition fees and a college that has higher tuition fees will receive more revenue. So colleges will get the actual tuition revenue for their students. Part of that will be allocated out on the basis of head count and that's to recognize things like registration and student services.

Councilor/Member \_\_\_\_\_ asked if there were any colleges where funding would change drastically. Dr. Fairbairn commented that there is no answer to that question yet. This year the University is proceeding with consultations around different components of the TABS model. The third of those consultations were held the other day and a fourth is coming up. After the consultations, then the University will have a better understanding and what it means for each college. At that point they'll have a better understanding of the numbers for the colleges, and that number will be more or less the same as what the college would get now. He noted that logic would say it is unlikely the numbers that come out of the model will all be the same as the ones we have now, so there will be differences. The impact on the budgets of units won't be immediate and that is because the purpose of this budget system is to produce information. Students can expect that there will be changes and expect them to be reasonable and phased in over time.

VP Nystuen commented that one of the new things with the TABS model is that the budget is allocating expenses, where as with the model now, the University paid it themselves. VP Nystuen noted that he sees this as something that affects the colleges in different ways, like ones with more square footage or older buildings, who will take a bigger hit than colleges that have a small building size. He asked how colleges with connected buildings divvy up the expenses. Dr. Fairbairn commented that in general terms, space is one of the costs that the University is looking at allocating out. Where possible, what they would like to do, is to allocate out direct expenditures for space instead of indirect expenditures.

Move to go back to formality.

**USCMotion080:** VP Nystuen/Councilor Bozek

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – November 24, 2011**

Councilor Anderson (Arts & Sci.) asked noted there are errors in the recording and asked if it was due to Councilors talking too fast or problems with the machine and if there is a way of fixing it. VP Nystuen commented that part of the problem with last week's minutes was due to the fact that he accidentally forgot to start the recorder until after the first presentation. Councilors should speak clearly into the microphones and to state their name when asking questions during presentations. Other errors in the recordings were mechanical and have since been fixed.

##### **4.2 Executive Committee Minutes – November 28, 2011**

Councilor Konkin asked why President Hitchings had no roundtables for the past week. President Hitchings commented that he simply forgot to hand them in as he has been very busy.

##### **4.8 Budget & Finance Committee Minutes – November 21 & 28, 2011**

Councilor Konkin noted that it should read “the St. Thomas More Students’ Union” rather than “Association” for November 28, 2011.

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion081:** VP Topola/Councilor Thompson

**Carried**

#### **6. Business**

##### **6.1 Infrastructure Reserve**

VP Nystuen commented that the Infrastructure Reserve information has been available to Councilors for a couple of weeks to review. What the memorandum is putting forward is a directive that has been accepted by the Budget & Finance Committee and is seeking Council's acceptance as well. If accepted there will be some changes made to the Infrastructure Fee Policy. Essentially what this does is sets out a path for the repayment of the Place Riel loan debt. What it says is we have this loan commitment and we know roughly about how much it is going to and collecting a specific infrastructure fee each year to offset that and there will be a little bit extra that we will collect just to ensure we are not short. The memorandum sent out to Council is recommending that as per what our bank has recommended to aim for a 4% reserve of the total value of the loan. So at 18.3 million dollars that 4% is roughly three quarters of a million dollars. So what we would do is save that little bit extra and put it aside in a reserve and save it up to that three quarters of a million dollar mark and once we reach that threshold anything over and above that could be used for one three things. There are three options that are laid out in the memorandum and that would be to take half of any additional money collected above that three quarters of a million and put half into the reserve still and take half and put it towards some of the principal of the loan, to pay that down quicker. The second option would be to take just a CPI portion, roughly 3% of whatever is extra and put that towards the reserve and take

97% of whatever extra is collected at that point and put that towards the principal. Or the last option would be to stay the three quarters of a million dollar mark and take the entire portion that's above that and put that toward the loan. Those are the three options and would be at the discretion of the people in charge of when that comes up. The recommendation when this was passed from the Budget & Finance Committee was to go with the CPI option. The three quarters of a million dollars would be saved so that if there was a shortfall there is extra to cover the loan commitment. The reserve would be saved for a major infrastructure need. If passed there will be some change to the Infrastructure policy to reflect what the memorandum says.

Move to accept the Infrastructure Reserve memorandum with the recommendation that the second option of the Consumer Price Index added the reserve and using the remainder to pay down the principal be accepted.

**USCMotion082:** VP Nystuen/Councilor Froh

**Carried**

### **6.2 Bylaw Amendment – Councilor Recall**

President Hitchings commented that at the AGM the Bylaw was amended to make the USSU in charge of all elections, including the elections for members of student council. Included in those changes it was intended to put in a separate subsection that deals with Councilor recall because right now in our Bylaw the only way that a Councilor can be recalled isn't very clear. There is no direct way for the students in the colleges that you represent to come to Council to say they want the person to be recalled. That was the change that was intended to be put into the Bylaw, but it was not sent in on time to give proper notice to students and the only reason it is being brought up to Council to amend it. If passed it will take effect immediately and be ratified at the next AGM or SGM if that's what is to happen.

Councilor Anderson (Arts & Sci.) commented that she went to the Arts & Science Students' Union to consult with them over this amendment and they saw it as goofy and didn't see the merit to it because it is extremely a disadvantage to the College of Arts & Science specifically. She commented it is a good thing to have in the Bylaw yet if a group of students really had a serious problem with their MSC and the representation then they would go talk to their Executive and to other Councilors to have them impeached.

President Hitchings commented that technically there could be students that come to Council and say they want someone impeached, but right now if Council chose to ignore them, they would be able to ignore them and that's not right. He noted that Arts & Science would be the only college that would require a large number of signatures, but that is because with all the changes put into place, there is hopes that voter turnout will go up.

Councilor Konkin commented that this is a kind of secondary mechanism to get a motion on the floor if Council basically ignores these students with concerns.

Councilor Steele commented if there is a concern about voter turnout being small compared to the number of students in a particular college, for instance Arts & Science, why doesn't Council add a stipulation that it would be 5% or at least the number of

students who voted that MSC in.

President Hitchings noted that adding a stipulation would be too complicated.

Councilor Anderson (WCVM) agreed with President Hitchings.

Move to amend the Bylaw to add in Section 32 (b) which would read:

Subject to subsection 32(a) a petition is brought to council with:

- i) 5% of students from the college, school, institution or group which a councilor represents with over 1000 students
- ii) 10% of students from the college, school, institution or group which a councilor represents with under 1000 students

**USCMotion083:** President Hitchings/VP Nystuen

**Carried**

## 7. New Business

## 8. Questions and Comments

Councilor Steele introduced the President of the STM Students' Union, David Konkin.

Councilor Darker noted that she was present at the last USC meeting, which has her marked as absent.

VP Nystuen reminded Councilors that there is a sign-in sheet at the back and to sign in every week so that everyone is accounted for incase the recording does not start on time.

VP Ferwerda reminded Council of the White Ribbon Campaign and ending violence against women.

VP Nystuen reminded Council of the Christmas Social at Louis' following the meeting.

## 9. Other Business

### 9.1 Councilor Resignation

Councilor Anderson (Arts & Sci.) announced that next term she will be traveling to Sweden to study abroad so she will be resigning as the Arts & Science MSC. She will be at one more meeting in January, until a new MSC has been chosen.

President Hitchings thanked Councilor Anderson for all of her hard work and diligent attendance to meetings.

Move to give James Pepler speaking rights.

**USCMotion084:** VP Topola/VP Nystuen

**Carried**

James Pepler announced that the University has purchased a mass notification system,

which he told Council about previously. In phase one in mid December students will see an email allowing them to opt in to receive mass notification. For those who choose to opt in, the system will send a text message saying that it is working and then in case of an emergency, such as a fire, a notification will be sent via text message. The way that the notification system works is twitter-like and is only 140 characters and will only say what the nature of the emergency is and the basic action. Phase two of the plan will include more audio and visual things. There will be a follow-up in the New Year.

Mr. Pepler also noted that on Sunday December 11, 2011 there is a poetry death match in which he will going for this third win in a row and welcomes all Councilors to check it out.

**10. Adjournment**

Move to adjourn.

**USCMotion085:** Councilor Thompson/Councilor Goudreau

**Carried**

# Budget & Finance Committee Minutes

December 13, 2011

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

1. Call to Order

This meeting was held over email.

Move to adopt the agenda.

**BFC Motion37 Nystuen/Wood**

2. Call for Quorum

Quorum was present.

3. Board Presentations

None.

5. Business

A. Ratifications

1.1 German Circle

1.2 Anatomy and Cell Biology Student Society

Move to ratified listed clubs.

**BFC Motion38 Froh/Heidel**

**Carried**

B. Funding Requests

2.1 U of S Table Tennis Club- \$340 USSU funds for tournament

Some of the items in the budget we do not fund, such as transportation, other the committee is not comfortable with such as a lottery. Therefore the committee will not fund the entire amount.

Move to grant \$200 of USSU funds to the U of S Table Tennis Club for their tournament.

**BFC Motion39 Zimmer/Wood**

**Carried**

2.2 Oxfam Canada- \$380 USSU funds for Attawapiskat Aid

This proposal was submitted last minute and was incomplete. There was not enough time for the committee to properly address the proposal prior to the event. As outlined in the Campus Groups Policy funding requests are to be submitted a minimum of 14 days prior to the event. There was discussion around this, but in the end a majority of Budget and Finance Committee members agreed that the policy should be upheld and therefore this event will not receive funding. An email informing the club of this, the reason why and encouraging them to submit funding requests for future events will be sent to the group.

Move to not grant Oxfam funding for this event.

**BFC Motion40 Nystuen/Konkin**

**Carried**

**C. XL Print and Design Black and White Wide Format Printer Expenditure**

The lease on the black and white wide format printer at XL Print and Design runs out in January. As this is an unbudgeted expenditure over \$3,000 it requires approval by the Budget and Finance Committee. The two options offered by administration are as follows:

- 1. Renewing the lease (quarter by quarter) @ \$1,928.67 (plus tax) per quarter or**
- 2. Buy the Wide Format at a cost of \$5,138.30 (plus taxes)**

The second option is what has been recommended by administration and approved by the Executive. It is much cheaper in the long run as we expect to get at least another 5 years out of this machine.

This generated a lot of discussion amongst the committee members. This centred around the issue of why this was not budgeted for in last year's capital package as the lease was known to be coming due and whether or not this printer was needed and worth it for XL Print and Design to have.

Due to a number of circumstances this was overlooked and not budgeted for last year. This is unfortunate and the committee is now tasked with addressing this issue. It was agreed by the Budget and Finance Committee that the option to renew the lease was not the option to pursue.

Student at Large Wood suggested not pursuing either of the options listed as the black and white wide wormat has not been generating substantial revenue to offset the lease. His recommendation was to move the black and white jobs to the colour wide format plotter.

Facilities and Business Manager Freda Salikin offered some insight on this recommendation saying that the wide format black & white is a laser printer and can print on lower quality paper, the colour wide format is more along the line of an inkjet printer.

The lower quality paper would not stand the amount of ink laid down in the colour wide format printing process. To move towards doing both jobs on one printer would add cost in the form and additional time and labour by the staff, as well as the final product would be more expensive to students. This is because the quality, and therefore price, of the paper and ink on the colour wide format is higher than what is now used with the current black and white wide format. The current price of printing on black and white wide format printing is roughly \$1.00 per square foot, whereas on the colour printer the price of printing is roughly \$6.00 per square foot.

Move to approve \$5,138.30 (plus tax) for a capital expenditure for the purchase of the wide format black and white printer for XL Print and Design.

**BFC Motion41 Nystuen/Moellenbeck**

**Carried**

6. New Business  
No New Business.

7. Questions & Comments

Student at Large Heidel inquired about a group similar in nature to the German Circle group, but for the French language. Councilor Konkin said he knew of a group which held events at Le Roulais which is a francophone bar downtown. Councilor Zimmer said he was a member of a club called Le Cercle Francais a few years ago, but he was not sure if they were still in existence.

Councilor Konkin pointed out that the USSU club listing page is quite outdated. He recommended moving to something like what McGill has and it should include more contact information for the club. VP Nystuen said this has been identified and an improved webpage is planned, although there hasn't been any progress on this lately. VP Nystuen will look into and push this and bring the suggestions from the committee to the web designers.

Councilor Froh want to wish everyone a Merry Christmas!

8. Adjournment  
Move to adjourn.

**BFC Motion42 Ferwerda/Nystuen**

**Carried**

# Executive Committee

Minutes for Tuesday December 6, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Jason Ventnor

Regrets: Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 9:49 a.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

#### **VP Topola**

- Attending Executive Committee meeting
- Attending class
- Instructing a Learning Community for the ULC
- Handling academic grievances
- Attending monthly USSU staff meeting
- Meeting with the Academic Programs Committee
- Attending Student Forum Executive meeting
- Attending TLCC meeting
- Attending USC
- Attending Speed Scrabble Organizing committee meeting
- Participating in PAL/SCYAP unveiling event in the Murray Library
- Attending RSAW meeting

#### **VP Nystuen**

- Exec meeting
- Budget and Finance Committee meeting
- Type minutes from meeting
- Class
- Meet with professor
- University Student Conduct Standards Review committee meeting
- USSU Staff meeting
- University position review committee meeting

- Organize USC social
- USC meeting
- USC Social
- Assist VP Ferwerda in setting up White Ribbon campaign in tunnel at beginning of week
- Financial accountabilities for October, cheque signing and other miscellaneous financial duties
- Write blog
- EDO

### **VP Ferwerda**

- Executive Meeting
- White Ribbon Campaign all week in the tunnel
- Budget and Finance Committee
- Class
- Staff meeting
- Class
- Radio show
- Sustainability meeting
- Planning campus legal services initiative
- Meeting with EWB
- Centres meeting
- Class final

## **4. Business**

### 4.1 Federal Grant

Peter Cornish of SESD contacted USSU Executive about a possible grant provided by the Federal Government for violence against women. From November 25, 2011 to January 27, 2012, the Government of Canada, through Status of Women Canada, will accept funding proposals for projects that seek to end violence against women on university and college campuses. Jason Ventnor will look into it.

### 4.2 MSC Branding

President Hitchings brought up the topic of a possible MSC branding come MSC elections in the Spring as a way to make them more official since the USSU will be taking over election duties. Ideas such as personalized email and business cards were brought up.

### 4.3 Elections for 2012

President Hitchings commented an election would need to be held in the New Year for Councilors in Arts & Science and Medicine.

#### 4.4 ISC/ISA

President Hitchings noted that it is up to Council now as to what will happen with the amendment surrounding the ISC and ISA that was struck down at the AGM in November and as to whether it will need to go to a SGM. Executive should brainstorm and come up with something that will work if and when it goes to a SGM.

#### 4.5 University of Regina - Graduate Students' Association

The U of R GSA is holding an academic conference and is seeking the USSU's sponsorship. Executive will allow advertising on plasmas.

#### 4.6 TedX Funding

**Move to sponsor the TedX event with a \$500 credit to Louis' and for room space.**

**EXECMotion078:** VP Ferwerda/VP Topola

**Carried**

#### 4.7 Christmas Video

Jason Ventnor commented the Executive need to start thinking of ideas for a Christmas video on behalf of the USSU. Executive will discuss ideas and have the video ready to shoot by the end of next week.

#### 4.8 Child Find Sponsorship

**Move to sponsor a table in the tunnel for Child Find.**

**EXECMotion079:** President Hitchings/VP Topola

**Carried**

#### 4.9 USSU Christmas Party

All Executive will be in attendance except for VP Ferwerda who will possibly be in Edmonton for the weekend.

In addition, President Hitchings commented that it is a good idea for the Executive to participate in the USSU potluck and gift exchange next week.

#### 4.10 Radio Show Advertising

VP Ferwerda would like advertising for the USSU Radio Show to be up by January. Estimated cost is \$33 for poster and plasma ads. VP Topola commented that maybe VP Ferwerda could broadcast or pre-record a show from the University as a way of advertising. Executive would like a proposal from VP Ferwerda before any advertising amount is passed.

#### 4.11 Throne Speech

President Hitchings attended the Throne Speech in Regina on Monday, December 5.

4.12 Campus Club Week

**Move to approve Campus Club Week proposal for Term 2. (See attached)**

**EXECmotion080:** VP Nystuen/VP Topola

**Carried**

**5. Adjournment**

Meeting was adjourned at 10:37 a.m.

**Executive Project Proposal**

**I. Project #1**

A.1. Project Name: Campus Club Week Term 2

A.2. Proposed by: VP Operations & Finance Reid Nystuen

**II. Analysis**

A. Background Information and Need

A.1. History: This is a regular event held in the first semester. It is a chance for campus clubs and societies to promote themselves and events and increase membership. One was held in the first semester this year, I would like to hold one again on the week of January 23-27, 2012.

A.2. Issues: Helping clubs and students realize benefits to USSU membership.

A.3. Research: No, particular research has been done for this event.

**B. Target Group and Characteristics**

B.1. Primary Target: Campus clubs and student societies.

B.2. Secondary Target (s): U of S student body

**C. Vision and Mission**

C.1. Vision & Mission: To help USSU campus groups promote themselves, hold successful event throughout the year, have robust membership and flourish.

**D. Key Considerations**

D.1. Detailed Budget: The proposed funds will go towards promotion of the event through buzzboard posters done at XL, rotating graphic, facebook graphic and an ad on the sheaf back page.

D.2. Total Budget: \$50 from budget line 170-5490-00 (Executive Projects)

D.3. Organizational Requirements: The tunnel has already been booked off for the week of January 23-27 for Campus Club week. Olivia will need to alter the poster for this event. I will send an email to all ratified campus clubs informing them of the event the first day back after the break.

D.4. Timeline: I would be to have the advertising up for the beginning of term so the event can be promoted for 3 full weeks leading up to it.

# Executive Committee

Minutes for Wednesday December 14, 2011

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda,  
Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 2:07 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Academic Day off
- Executive meeting
- Read Board of Governors material
- Lunch meeting
- Financial accountabilities meeting
- Board of governors meeting
- Executive meeting
- Executive 'bonding' time
- Administrative holiday potluck and gift exchange
- Executive meeting
- Christmas video
- Breakfast with Peter MacKinnon & the University Executive
- Fee appeal committee meeting
- University Council meeting
- Attended the announcement re: Ilene Busch-Vishniac, incoming President of the University
- Meeting with Student

### **VP Topola**

- attended Executive Committee meeting
- Attended Bylaws Committee meeting
- Attended Academic Support Committee meeting
- Attended USSU financial review for October
- Attended Teaching and Learning Committee meeting
- Attended Classroom recording Subcommittee meeting
- Sent plasma points to Jason Ventnor

- Attended Research, Artistic and Scholarly Works Committee meeting
- Studied NAP

### **VP Nystuen**

- Executive meeting
- Volunteer at the Help Centre
- Social Committee meeting
- Financial review for the month of October
- Prepared and send out package for BFC meeting held over email
- Respond to questions from the BFC meeting
- Meet with James Pepler to explain Infrastructure fee memorandum that was passed at council
- Sign insurance form for group's event
- Email clubs about ratification documents and funding request documents and term 2 events
- Respond to email from Dean of Medicine about U-Pass
- Email Dean of Engineering about SESS ratification
- USSU Christmas party
- Academic days off (x2) to study for my final

### **VP Ferwerda**

- Executive meeting
- Meeting with Dean Schmidt
- Executive bonding
- SCWG
- Radio show
- Potluck and gift exchange
- Christmas video
- Breakfast with Senior Administration
- Fairtrade EWB meeting and teleconference with Fairtrade Canada
- Class final

## **4. Business**

### 4.1 Student Survey

The USSU will conduct a survey shortly after Christmas to measure student awareness and satisfaction. GM Cottrell asked that each Executive member devise three or four questions pertinent to their specific portfolio. Further meetings on the survey will take place in the New Year.

### 4.2 XL Black and White Format Printer

The lease on the old black and white wide format printer is up and administration is requesting permission to purchase, outright, a new one. This is outside the normal budget process because the end of the current lease was missed last year during budgeting. There has been significant discussion about this at the Budget and Finance Committee, the majority of whom are in favour of this capital expenditure.

**Move to purchase the new Wide Format Black and White printer.**

**EXECMotion081:** VP Nystuen/President Hitchings

**Carried**

4.3 Elections

GM Cottrell noted that change to the Bylaw means that elections will need to be organized differently. She is working on a new schedule and Jason Ventnor will shortly be working on hiring both a Chief Returning Officer and an Assistant Chief Returning Officer. There will also be financial implications since there are additional expenses as a result of the Bylaw change.

5. **Adjournment**

Meeting was adjourned at 2:45 p.m.

**President Hitchings**  
**December 2011 Roundtables**

Academic Day Off  
Executive meeting  
Read board of governors materials  
Lunch meeting  
Financial Accountabilities Meeting  
Board of Governors Meetings  
Executive meeting  
Executive 'bonding' time  
Administration Holiday Potluck & Gift Exchange  
Executive meeting  
Christmas video  
Breakfast with Peter MacKinnon & the University Executive  
Fee appeal committee meeting  
University Council Meeting  
Attended the announcement re: Ilene Busch-Vishniac, incoming President of the University  
Meeting with Student

Roundtables  
Prior week of Dec 6

Executive Meeting  
White Ribbon Campaign all week in the tunnel  
Budget and Finance Committee  
Class  
Staff Meeting  
Class  
Radio Show  
Sustainability Meeting  
Planning Campus Legal Services initiative  
Meeting with EWB  
Centres Meeting  
Class Final

Prior week of Dec 14

Executive Meeting  
Meeting with Dean Schmidt  
Executive Bonding  
SCWG  
Radio Show  
Gift Exchange  
Christmas Video  
Breakfast with senior Administration  
Fairtrade EWB Meeting and teleconference with Fairtrade Canada  
Class Final

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>							
Anderson, Alyssa	P	P							
Anderson, Faye	P	P							
Bozek, Jennifer	P	P							
Brown, Jared	P	R							
Clark, Jessalyn	P	P							
Darker, Autumn	P	P							
Ferwerda, Alex	P	P							
Froh, Kelsey	P	P							
Gartner, Adam	P	P							
Goudreau, Rylan	R	P							
Hitchings, Scott	R	P							
Konkin, David	P	P							
Lucas, Annie	R	P							
Moellenbeck, Jenna	P	P							
Nystuen, Reid	P	P							
Paton, Gillian	R	P							
Sinclair, Baylie	P	P							
Steele, Desiree	R	P							
Stenerson, Adam	P	P							
Stevens, Michael	P	P							
Thompson, Leon	P	P							
Topola, Kelsey	P	P							
Tyler, Lesley	R	P							
Zimmer, Noel	P	R							

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday January 12, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Russ Isinger - Registrar**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – January 5, 2012**
  - 4.2 Executive Committee Minutes – January 9, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – January 6, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 7.1 AGM/SGM**
  - 7.2 Childcare Centre**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Financial Update Presentation**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday January 5, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Gartner, Engineering  
Noel Zimmer, Engineering  
Faye Anderson, Arts & Science  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Jared Brown, ISC  
Kelsey Froh, ESB  
Rylan Goudreau, Education  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM  
Annie Lucas, Nursing  
Lesley Tyler, Nursing  
David Konkin, STM  
Adam Stenerson, Dentistry

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

## Absent

## Guests

James Pepler – Admin  
Nolan Waldner – Arts & Science  
Daryl Hofmann – The Sheaf  
Taryn Goff – Arts & Science  
Daniel Arneault – Arts & Science

Meeting was called to order at 6:00 pm.

## 1. Agenda

Move to add 9.1 Academic Affairs Committee Election under Other Business.

**USCMotion086:** VP Topola/President Hitchings

**Carried**

Move to adopt the agenda.

**USCMotion087:** Councilor Brown/Councilor Thompson

**Carried**

## 2. Introductions and Announcements

VP Ferwerda introduced Daryl Hofmann from *The Sheaf*.

VP Topola introduced James Pepler and Taryn Goff.

Councilor Anderson (Arts & Sci.) introduced Daniel Arneault from Arts & Science.

### **3. Council Address**

### **4. Minutes and Reports for Information**

#### **4.1 University Students' Council Minutes – December 1, 2011**

Councilor Konkin noted that he was the one asking the question to Dr. Fairbairn on page 4. USC Chair reminded Council to state their name before asking questions.

#### **4.2 Executive Committee Minutes – December 6 & December 14, 2011**

Councilor Steele asked why the roundtables were so scarce. VP Topola commented that in December lots of things slow down in regards to Committee meetings and activities and it is a quieter time at the University.

#### **4.8 Budget & Finance Committee Minutes – December 13, 2011**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion088:** Councilor Brown/Councilor Goudreau

**Carried**

### **6. Business**

### **7. New Business**

#### **7.1 AGM/SGM**

President Hitchings commented on the Bylaw and how it was left unresolved for 2011. There was an attempt to change the Bylaw at the Annual General Meeting to remove the words “Association” and “Council” from the Indigenous Students’ Council and International Students’ Association. The change was intended to give each of those groups of students two Councilors each. The motion was struck down and now is in limbo because there has to be discussions held around what Council wants to do; leave the Bylaw as it was, and get the ISC and ISA to show they both have over 1,000 people in those groups or decide to go to an SGM and change the Bylaw to the changes that were proposed at the AGM. That decision needs to be made by next week. Councilors should think about the decision and can be discussed as much as they want. The Executive has decided to go with what Council decides. Council needs to decide if they want to leave the Bylaw as is, and make each group provide proof that they have over 1,000 people or do they want to try and change the Bylaw again and eliminate all relationships with the Council and

Association, so that it is just International Students and Indigenous Students who get representation at Council. Discussion and questions are encouraged.

Councilor Steele asked President Hitchings to clarify what he means by eliminate all relations with the International Students' Association and Indigenous Students' Council. She asked if the Bylaw would state, "eliminate all official relations" and wouldn't require them to boycott. President Hitchings agreed. He noted all they would be doing when he stated, "eliminate all relationships" was to eliminate the perceived relationship between the ISA and the ISC and the USSU. The problem is that if the Councilor from the ISC decides to leave the ISC, the ISC can't do anything about it. Right now it is perceived that they can do something about it, but in reality they can't.

Councilor Brown reminded Council of his request to sit down with the USSU, ISC and representatives of the ISA to come together and formulate an amendment to the Bylaw together so that there are no discrepancies on anyone's part and so that everybody feels as though their voices are heard. He feels like that is the better course of action. Councilor Brown noted that this might take an extra week or two, yet through this avenue, everyone will be satisfied. He proposes to make an Ad Hoc Committee and formulate an amendment.

President Hitchings agrees and thinks the best course of action would be for Council to vote next week to hold an SGM, which would take place around the beginning of February. An Ad Hoc Committee could be formed and get together, decide what the change would look like and put that out within whatever the timeline is. President Hitchings agrees that there should be an SGM and an Ad Hoc Committee should decide what the proposed amendment would look like at that SGM.

VP Topola offered clarification on the matter. The debate is that Council has two options; go to an SGM or essentially do nothing.

## **7.2 Childcare Centre**

VP Nystuen reminded Councilors that at the second last meeting in November, AVP Dr. David Hannah gave a presentation on the new Childcare Centre that is trying to be built on campus. There was no time at that meeting or the one following meeting to discuss what was talked about and what is being asked from students and the USSU. This can and will be discussed in full next week when it is under Business. Council is encouraged to think about what is being proposed and asked, as well as what the Colleges feel is needed. The Executive feels that we shouldn't have to go through a referendum to instigate a dedicated student fee for a specific Childcare Centre. Rather, the Student Services at the University level can instigate that fee as a general student fee applying to all grads and undergrads, since these childcare spaces will be open to all students.

Councilor Konkin asked VP Nystuen to clarify the point of taking the USSU out of any direct funding and having that drawn from the students by the University instead. VP Nystuen commented that for the USSU to apply the fee, it would have to go through a

referendum and it would then have the USSU's name attached to it and would only apply to our members, the undergraduates. Whereas if the University applied the fee, it would be for the project that they are going forward with and building and would then be applied to all students registered at this institution.

Councilor Brown asked VP Nystuen if the staff that uses the daycare facilities would also have to pay into the fee as well. VP Nystuen commented that he is not certain and that would be something that would need to be decided on between the University, employer and the staff. This fee being discussed is specific just to students.

Councilor Steele asked if Council decided not to have a referendum and not have a dedicated undergrad fee, would that mean that students wouldn't get dedicated undergrad spots in the daycare or would that be a separate issue. VP Nystuen commented that as of now, none of this is certain. The University has publicly said they want at least half the spots to be available to students. Whether they hold to that statement or not, if there is no financial commitment straight from the USSU, is to be determined.

VP Nystuen also clarified that having the USSU not instigate a fee does not directly mean the University will instigate their own fee. The fee is something the University would have to decide based on the information the USSU gives them as to what our financial commitment is to this project.

## **8. Questions and Comments**

VP Nystuen, on behalf of the USSU and students of the University, congratulated President Peter MacKinnon on receiving the Order of Canada, announced on December 30, 2011.

Councilor Anderson (Arts & Sci.) asked if a document could be sent out on the Childcare formally stating the Executive's position on the matter. VP Nystuen noted that a draft would be made and sent out.

Councilor Brown asked if a formal document could also be sent out for the AGM/SGM.

## **9. Other Business**

### **9.1 Academic Affairs Committee Election**

VP Topola reminded Council that Councilor Anderson would be leaving this term to study abroad. This leaves her spot on the Academic Affairs Committee empty. Elections to fill her spot and for the College of Medicine, to fill Councilor Paton's former spot, are in order. Unfortunately the AAC can't wait and needs to elect a new member of the committee.

Councilor Brown asked who was currently on the AAC. VP Topola commented that AAC Council members include:

VP Topola – Chair

VP Ferwerda – Vice Chair

Councilor Steele  
Councilor Bozek

Move to open nominations for one position on the Academic Affairs Committee.

**USCMotion089:** VP Topola/President Hitchings **Carried**

President Hitchings nominated Councilor Moellenbeck. She accepted.

VP Topola nominated Councilor Clark. She declined.

Councilor Brown nominated Councilor Lucas. She declined.

Councilor Anderson (Arts & Sci.) nominated Councilor Zimmer. He declined.

Councilor Brown nominated Councilor Darker. She declined.

VP Topola nominated Councilor Froh. He declined.

President Hitchings nominated Councilor Tyler. She declined.

Councilor Steele nominated Councilor Goudreau. He accepted.

Councilor Steele nominated Councilor Stevens. He declined.

Ballots were handed out.

Elected to the Academic Affairs Committee:

Councilor Moellenbeck

Move to close nominations.

**USCMotion090:** VP Nystuen/Councilor Clark **Carried**

Move to have GM Cottrell destroy the election ballots.

**USCMotion091:** Councilor Brown/VP Nystuen **Carried**

Councilor Brown announced the ISC's President is stepping down. The group will be looking for an interim. This does not affect any of the groups proposed activities, such as Aboriginal Achievement Week and We Are Treaty People Week.

## 10. Adjournment

Move to adjourn.

**USCMotion092:** Councilor Thompson/VP Topola **Carried**

# Executive Committee

Minutes for Monday January 9, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:45 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Executive Retreat
- Sick day x 2
- USC
- Meeting with student re: Arts & Science MSC Election
- Class

**VP Topola**

- attending mid-year executive retreat
- Answering build up of emails
- attending class
- buying textbooks
- Handling academic grievances
- attending USC
- Meeting with RSAW
- Sorting out term two schedule
- Meeting with PAL's at the ULC

**VP Nystuen**

- Stat Holiday
- Executive midyear retreat
- Catch up on emails and phone calls from over the holiday break
- Talk to clubs about their funding requests
- Prepare package for Budget and Finance Committee meeting
- Place Riel Finance working group meeting

- Review and proof read USSU Bylaw
- University Student Council meeting
- Sign insurance form for group's event
- Class
- Budget and Finance Committee meeting

#### **VP Ferwerda**

- Executive Retreat
- Radio Show
- Class
- We Are All Treaty People Week
- Plasma Update
- Council Meeting
- Sustainability Meeting/Planning
- Blog writing
- Liaised with Students
- Liaised with Centres

#### **4. Business**

##### 4.1 Guardly

VP Ferwerda received an email from SESD about the new text alert system for students and would like sponsorship from the USSU for promotion. James Pepler spoke of the system at a Council meeting last year. Executive would like to see the ad for approval.

##### 4.2 Magazine

VP Topola received an email from a new magazine publication on campus. The magazine would like to feature the Executive in one of their publications. Executive has agreed and VP Topola will respond to the email.

##### 4.3 Centres Policy

VP Ferwerda brought up concerns with the policies surrounding the Centres and the process of approval. VP Ferwerda questioned what the recourse was for not following the policies, with the example of the Sustainability Policy. In addition, VP Ferwerda is currently re-writing the Sustainability Policy.

##### 4.4 U of S Space Design Team

**Move to sponsor the U of S Space Design Team on the plasmas.**

**EXECMotion082:** VP Nystuen/President Hitchings

**Carried**

4.5 Infrastructure Policy

**Move to approve changes to the Infrastructure Policy. (See attached)**

**EXECMotion083:** VP Nystuen/VP Ferwerda

**Carried**

4.6 Childcare

VP Nystuen has written the Executive's position on the proposed Childcare Centre. GM Cottrell has done a few revisions to it and it will be sent out to the rest of the Executive for approval.

4.7 SGM and Ad Hoc Committee

President Hitchings brought up the matter of composing the Ad Hoc Committee for making the Bylaw recommendation for the SGM.

Executive decided the Committee would be comprised of:

- 1 International Students' Association member
- 1 Indigenous Students' Council member
- 2 USC members
- 4 Executive members with President Hitchings as the Chair

The SGM will presumably be held February 9, 2012 and therefore the recommendation from the Ad Hoc Committee should be in by January 26, 2012. VP Nystuen noted there were a few other small changes he would like brought up at the SGM as well.

4.8 Transparent, Activity-Based Budget System (TABBS)

TABBS is the new budgeting system for the University of Saskatchewan. Dr. Brett Fairbairn presented the new system to Council last year, yet the Executive believe more informative information is needed to fully back the new budgeting system. Some Executive have doubts about the new proposed budgeting system and would like some research done as to how it's helped other Universities who are using it now.

**5. Adjournment**

Meeting was adjourned at 3:40 p.m.



# Student Infrastructure Fee Terms of Reference

## 1. Purpose

In March of 2003 a referendum was held which empowered the University of Saskatchewan Students' Union (USSU) to begin collecting a Student Infrastructure Fee. The purpose of this fee is to ensure that the USSU is able to expand and maintain its facilities in a sustainable manner. In the fall of 2007 the fee was increased to enable construction of new space, contiguous with the current Place Riel Student Centre Building, and to renovate the existing building. Students have made a thirty-year commitment to collect an infrastructure fee per student per term to service a debt of 18.3 million dollars for renovation and expansion. However, it is recommended that the fee be permanent in order to provide continual contributions to a building reserve fund.

The funds collected through the Student Infrastructure Fee are to be maintained within a separate trust fund (Student Infrastructure Fund) managed by the USSU on behalf of past, current and future students. The fund is to be governed by the USSU's financial policies and practices.

The USSU will invest any Infrastructure Fee surplus until a fund of \$750,00.00 is achieved while simultaneously recognizing that portions of the reserve may be used for regular capital expenditures to maintain the integrity of the Memorial Union Building and Place Riel. Once a fund of \$750,000.00 is achieved any further surpluses will be allocated as follows: CPI portion of the fee to the reserve fund; the remainder to paying down the thirty-year debt.

## 2. Expenditures

The Student Infrastructure Fee and the Student Infrastructure Fund are to be used for planning and design, capital purchases, renovations, and building construction relating to USSU facilities only.

## 3. Release of Funds

In normal circumstances and in order to release funds from the Student Infrastructure Fund, a motion must be made to this effect by USC at least one week prior to voting at a regular council meeting **if this request is made outside the normal yearly budgeting process and is not covered by the Expenditure of Money Policy.**

## 4. Release of Funds for the 2009-2011 Renovation

The 2009-2011 renovation of the Place Riel Student Centre will be financed from outside the USSU and accounted through the University of Saskatchewan's Facilities Management Division. Financial management of the project will be a joint venture between the USSU, FMD and the project manager, as appointed by Saunders Evans Architects. KPMG will audit. The complexities of the project require obtaining permission from University Students' Council to proceed on a project basis rather than on the basis of each \$1000.00 expenditure. Thus, for the purposes of the renovation and expansion, Article 3 is suspended.

**5. Amendment of Terms**

The authority to amend the terms of reference for the Student Infrastructure Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Operations and Finance Board. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

Contact Information: President 966-6965			
Policy Authority: University Students' Council			
Approvals	Board/Committee	Date	Motion
Created/Adopted	USC	04/03/03	USC247
Amended	USC	03/13/08	USC155

# Budget & Finance Committee Minutes

## January 6, 2012

Present: Kelsey Froh, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell, Adam Naismith, Colin Patterson

Regrets: Alex Ferwerda, Steven Heidel

Absent: None

### 1. Call to Order

The meeting was called to order at 3:05 pm

Move to adopt the agenda.

**BFC Motion43 Nystuen/Moellenbeck**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 Adam Naismith from the U of S Drama Students' Association made a funding request presentation to the Committee about the We The Artists event.

3.2 Colin Patterson from the German Circle made a funding request presentation to the Committee for the German Language Retreat.

### 5. Business

#### A. Ratifications

1.1 U of S English Undergraduate Society

1.2 Engineering Students Building Bridges

1.3 Women in the Legislature

Move to ratify listed clubs.

**BFC Motion44 Konkin/Moellenbeck**

**Carried**

#### B. Funding Requests

2.1 Civils Club- \$650 funds, \$350 credit, \$300 Pepsi- Ukrainian New Years Formal

VP Nystuen had a meeting with a representative from the Civils Club to discuss this funding request. They did not want to receive funding if it would cut into any funding they might receive for their Graduation Banquet. This would indeed cut into future funding that they may receive as there is a maximum clubs can receive each year. VP Nystuen also informed them that the USSU does not fund Graduation Banquets, but could possibly grant sponsorship to an event such as a steak night fundraiser at Louis'. With this in mind the representative from the Civils Club decided to withdraw this funding request.

Move to not grant funding for this sponsorship request.

**BFC Motion45 Nystuen/Konkin**

**Carried**

2.2 Drama Students' Association- \$1,000 funds- We The Artists

After their board presentation they were notified of the funding structures maximums and said that they could use some credit for printing at XL Print and Design and had already printed some promotions stuff there. The Budget and Finance Committee found it appropriate to reimburse the Drama Students' Association for the amount they had already spent and award a credit for the remainder of the \$350 USSU Credit.

Move to grant \$650 USSU funds and \$350 USSU Credit to the Drama Students' Association.

**BFC Motion46 Wood/Froh**

**Carried**

2.3 German Circle- \$650 funds- German Language Retreat

As per the Campus Group Policy the Budget and Finance Committee does not fund "Travel or travel expenses." Although the Language Retreat is outside of the city limits what would be funded would be the cost of the meals for the event.

Move to grant \$650 USSU funds to the German Circle.

**BFC Motion47 Zimmer/Froh**

**Carried**

2.4 International Studies Student Association- \$500 funds- The Unjust Global Economy

VP Nystuen contacted the group and they said they would also be interested in USSU Credit to use at XL Print and Design for promotional costs. Upon reviewing the budget for the event they submitted the Committee could not find anything other than promotions that they felt would be appropriate to fund.

Move to grant \$250 USSU Credit to the International Studies Student Association.

**BFC Motion48 Wood/Nystuen**

**Carried**

2.5 Civils Club- \$1,000 funds- Class of 2012 Civil Engineering Graduation Banquet

As a continuation of item 5.2.1 VP Nystuen had meet with this group and informed them that the Budget and Finance Committee does not fund Graduations. They have withdrawn this request as well and will be submitting a funding request for a steak night fundraiser at Louis'.

Move to not grant funds to the Civils Club for Graduation Banquet.

**BFC Motion 49 Froh/Nystuen**

**Carried**

### **C. Weekly Meeting**

5.3 The Budget and Finance Committee decided to have set weekly meetings this term on Mondays at 1pm in the Student Council Chambers. This will be the case unless the Committee is otherwise notified.

## **6. New Business**

6.1 Infrastructure Fee Policy

Changes to the Infrastructure Fee Policy were submitted to the Committee for consultation. The Committee thought these changes accurately reflexed the Memorandum that was passed in Term 1. These changes will go in front of the

Executive Committee for approval and then will appear under Business at the next Budget and Finance Committee meeting for the next stage of approval before going to USC for final approval.

**7. Questions & Comments**

VP Nystuen informed everyone that the November Financial Review is on Tuesday January 10 at 1pm in the Student Council Chambers.

VP Nystuen reminded everyone that Saturday March 3 is Budget walkthrough day and to keep that day completely free as we will be walking through the budget line by line that day.

**8. Adjournment**

Motion to adjourn.

**BFC Motion50 Konkin/Froh**

**Carried**

Meeting adjourned at 4:05pm.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>						
Anderson, Alyssa	P	P	P						
Anderson, Faye	P	P	P						
Bozek, Jennifer	P	P	P						
Brown, Jared	P	R	P						
Clark, Jessalyn	P	P	P						
Darker, Autumn	P	P	P						
Ferwerda, Alex	P	P	P						
Froh, Kelsey	P	P	P						
Gartner, Adam	P	P	P						
Goudreau, Rylan	R	P	P						
Hitchings, Scott	R	P	P						
Konkin, David	P	P	P						
Lucas, Annie	R	P	P						
Moellenbeck, Jenna	P	P	P						
Nystuen, Reid	P	P	P						
Paton, Gillian	R	P							
Sinclair, Baylie	P	P	P						
Steele, Desiree	R	P	P						
Stenerson, Adam	P	P	P						
Stevens, Michael	P	P	P						
Thompson, Leon	P	P	P						
Topola, Kelsey	P	P	P						
Tyler, Lesley	R	P	P						
Zimmer, Noel	P	R	P						

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday January 19, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Grant McConnell**
  - 3.2 Dr. Dave Hannah – SESD**
  - 3.3 Dr. Sanjeev Anand – Dean of Law**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – January 12, 2012**
  - 4.2 Executive Committee Minutes – January 16, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – January 16, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report – January 13, 2012**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
  - 7.1 Peer to Peer**
  - 7.2 Campus Legal Services**
  - 7.3 Infrastructure Fee Policy**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday January 12, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Gartner, Engineering  
Noel Zimmer, Engineering  
Faye Anderson, Arts & Science  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Jared Brown, ISC  
Kelsey Froh, ESB  
Rylan Goudreau, Education  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM  
Annie Lucas, Nursing  
Lesley Tyler, Nursing  
David Konkin, STM  
Adam Stenerson, Dentistry

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

## Absent

## Guests

James Pepler  
Russell Isinger  
Nolan Waldner – Arts & Science  
Daniel Arnox  
Taryn Goff  
Rebecca Zimmer  
Marylou Mecham

Meeting was called to order at 6:08 pm.

## 1. Agenda

Move change 9.1 Financial Update Presentation to 3.2 under Council Address.

**USCMotion093:** VP Nystuen/Councilor Thompson

**Carried**

Move to adopt the agenda as amended.

**USCMotion094:** Councilor Brown/Councilor Anderson (Arts & Sci.)

**Carried**

## 2. Introductions and Announcements

President Hitchings introduced Russ Isinger, the Registrar of the University. He also introduced Taryn Goff.

VP Topola introduced James Pepler.

Councilor Brown introduced Marylou Mecham, an ISC member.

Councilor Anderson introduced Daniel Arnox, a student from the college of Arts & Science. She also introduced Rebecca Zimmer, one of the candidates running for MSC for Arts & Science.

### 3. Council Address

#### 3.1 Russ Isinger – Registrar

Move to go into informality.

**USCMotion095:** VP Topola/Councilor Stevens

**Carried**

Russ Isinger thanked Council for having him at the meeting. He notes that his office, the Registrar's Office, is responsible for setting the 2012/2013 academic. There are two items Mr. Isinger thought would be of interest to the representatives of the student groups involving next years academic schedule and that he would like to present on.

For many years there have been suggestions from students, faculty and administrators, that the University should consider a Term 1 break. The idea being that as the University becomes more a term based institution, that it might be a good idea to have something similar to the Term 2 break. The Registrar's Office has examined this idea on behalf of the Colleges and took some recommendations from the Academic Deans. What they determined was that there was just not enough time in Term 1 to have a break unless there was a radical change, for example, start University very much earlier, which was an idea that was rejected. Another option was to end University very much later, another idea that was rejected. Starting earlier is problematic for a number of reasons. He notes that there aren't many other Universities in Canada that do have a Term 1 break and these institutions do tend to start earlier than we do. Although the Registrar's Office didn't want to totally reject the idea of a break, so they came down to the idea of a Reading Day and it would be tied one of the holidays in Term 1. It was agreed by the Colleges that the Friday before Thanksgiving there would be no classes and has been approved by the Academics Programs Committee.

Secondly, there has been for a number of years a problem with the final exam schedule. It is a question of time and space. It's becoming more and more tight as to whether there is enough time for the number of exams and enough space. About 1600 exams are scheduled for December of about 20,000 students, which equals to about 75,000 individual exams. In 2001 it took about 11 days to schedule those exams. This year's December schedule was 16 days long, although only 15 days were used, keeping that extra day as an emergency time slot. This is becoming more problematic because, for example, December has fewer available days than April. More and more of the classes are being split into two halves. Every time a class is split, there are more exams in the mix.

Next year is also a wonky calendar year. Consequently there just aren't enough days to

schedule the December exams. The solution might be for no exams to be scheduled in December at all, but they have to be done. Therefore the Registrar's Office is proposing a change to the Academic Regulations. Right now there is a 48 hour rule that says there has to be 48 hours between the last day of classes and the first exam. The proposed alteration is to change the regulation to say "between 24 and 48 hours". There would be some flexibility for years when we need it. Even with this change there will be 13 exam days next year.

Mr. Isinger notes that his office is always looking at ways to improve final examination timetabling. SESD supports student success. He also comments that his office has rejected Sunday exams. In addition, they are also looking at a 4 exam rotation per day, instead of a 3 exam rotation.

Member Pepler asked about the free Friday in October and if there was a moniker for that day as it can really dictate how people spend the day. Mr. Isinger commented that his office has been toying with different names, and the "Reading Day" was similar in terms to "Reading Week". Although he is open to suggestions to changing the name.

Councilor Anderson (Arts & Sci.) asked if there was a timeline as to how soon the new Regulation regarding the 24 – 48 hour rule would be in place and approved. Mr. Isinger commented that the proposals have gone through consultations with the Colleges and are going to Council for approval at the end of the month. They have already gone through Academics Programming and have been approved. He notes that it has to be approved for next year.

Councilor Brown asked Mr. Isinger if he thought there would be a drop in marks because of the new proposed 24 - 48 hour exam rule. Mr. Isinger commented that he hoped there wouldn't be a drop because students know when exams are in advance and most students will not have an exam right away, as they tend to spread out. Lots of Universities have 24-hour rules and some have no rule and exams start the very next day. There hasn't been any study done on mark averages changing. The software used to schedule exams is programmed to spread out exams as much as possible.

Councilor Brown asked in what regards could the Fieldhouse come into play about having exams scheduled there. Mr. Isinger commented that the Fieldhouse is owned by the City of Saskatoon and it would cost the University money to rent. There is some space on campus that is used if in a pinch. He notes that it also comes down to appropriate space.

GM Cottrell asked about the proposed four-exam rotation and at what times those exams would be held. Mr. Isinger noted that exams would be scheduled for 8 a.m. – 11 a.m., 11:30 a.m. – 2:30 p.m., 3 p.m. – 6 p.m., and 7 p.m. – 10 p.m. He notes that this rotation doesn't allow for a lot of sprint time if students do get back-to-back examinations.

Councilor Steele asked if there were any estimates of how much it would cost to rent a space for examinations. Mr. Isinger commented that it was looked at a few years ago but can't remember the exam amount that the Fieldhouse wanted to charge the University for

using it's space. Even the fee internally, for example, \$15,000 for the PAC gym, is very high. Mr. Isinger believes the cost for renting out the Fieldhouse would be expensive.

VP Nystuen asked for next year's final examinations in December, if classes ended on the Friday then the 24 hour rule would apply and exams would be held on that Saturday and Sunday there would be no exams anyway. VP Nystuen asked if classes would then end on a Wednesday or Thursday to better accommodate the new rule. Mr. Isinger commented that next year classes will end on a Wednesday, so that exams will start on the Friday. He commented that there are years where it can end on a Friday, and thus the 48 hour rule would apply.

### **3.2 Financial Update Presentation**

VP Nystuen presented the most up-to-date financials for the USSU. He commented that he will give an update on the Union itself, which will be from May 2011 to November 2011 with year to date figures. The second part of his presentation will consist of a Place Riel Project Financial Update.

Every month the numbers are reconciled and a meeting is held to see where variance and discrepancies are. VP Nystuen went over the major discrepancies, which are over \$10,000.

- Administration - although revenues are the same as expected, costs are down.
- Human Resources – \$4,000 to \$3,000 to the good; explained in large part that the USSU has one staff member that is on maternity leave this year and the USSU chose not to find a replacement.
- Facilities –the rent revenues from the Place Riel food court tenants and Student Health and Counseling are major. With all of these spaces fully functional again, we are beating our projections for the year. Mrs. Vanellis, although not open, will be opening January 23. It is expected that this tenant will also bring in more money as well.
- Louis' – This is the only variance that is in the negative. This variance can be explained in that there were no at home Huskie playoff games in November. For many years, the Huskies did have home playoffs. Louis' has a concession contract with Griffiths Stadium. Alcohol sales per game are about \$15,000 and that explains the variance for that month as no games were held.
- XL Design – has gone from being in a negative line to making profit. It has a very large variance because of that. It went from deficit to a profit. This is part explained by more sales and some large corporate clients.

#### *Grand Totals*

Up to the end of November, the USSU budgeted for a \$224,519 deficit; in actuality we were only just under \$90,000 in deficit, so we are quite a bit better than budget, but still running a deficit for this year. There is room to improve in the years going forward.

#### *Place Riel Financial Update*

The project was budgeted roughly \$21 million. Where we are at right now, is the project has gone over what has been budgeted for it by \$510,000. It is over budget. With that being said, there is more money that was set aside for the project through the loan; a little

extra contingency in reserve money from the original loan. The remaining loan amount is just over \$524,000 and that would cover what has been gone over budget. In that case we would be over budget, but within our funding. The difference remaining is \$13,500. However, the project is not complete from a billing and reconciliation side. So there are still outstanding change orders and we are also in the process of negotiating the final cost to do the construction management contract, which had to be extended a number of times. So we are expecting those costs to come in at about \$50,000. If you take that balance and what we are expecting, there is going to be \$36,000 that wouldn't be able to be covered by the original loan amount.

We have roughly calculated that the monthly payment for the loan is going to be about \$120,000. Across 12 months that comes out to an annual loan commitment of about \$1.44 million a year. The infrastructure fee collected every year will go towards this. Right now in our bank account that holds the infrastructure fee, we have almost \$1.7 million. If we go and take away what is committed to the annual loan payment, there is a bit of a reserve at just over \$256,000. If we compare this number to the outstanding deficit we have, it's much larger. The plan is to take that reserve amount, cover off the roughly \$35,000 that would be over the budget and over funding from that reserve, and pay it with what's in the reserve account now that doesn't go towards the loan payment itself. This would still leave us with over \$200,000 sitting in the reserve right now. VP Nystuen believes this is the best option to go with and would still leave us with a very healthy reserve, which is expected to grow in the future years.

These numbers are projections, some are actuals and some are very close approximations. As we go forward in the future the dust will completely settle and we will have actuals at some point. The LEED Certification is proceeding.

Councilor Steele thanked VP Nystuen for making the presentation as painless as possible. She also asked about the Louis'/Huskies contract. VP Nystuen commented that Louis' still has a concession contract, but the football team didn't do as well this season and that's why no home playoff games were held.

Councilor Konkin asked if there was anything that needed to be done from the spending powers area to pay that expected amount through the reserve fund. VP Nystuen commented that as far as that goes, it would just be documents that come through the office that himself and GM Cottrell would sign. There is no motion that needs to go forward.

Move to go back into formality.

**USCMotion096:** Councilor Froh/VP Topola

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – January 5, 2012**

##### **4.2 Executive Committee Minutes – January 9, 2012**

Councilor Thompson asked what the new publication was on campus. VP Topola

unfortunately doesn't remember the name, but is put out by SESD and is more student focused and a little different from *On Campus News*.

#### **4.8 Budget and Finance Committee Minutes – January 6, 2012**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion097:** Councilor Brown/Councilor Goudreau

**Carried**

### **6. Business**

#### **6.1 AGM/SGM**

President Hitchings commented that this is a continuation of the discussion from last November and last week. The decision to have an SGM and change the Bylaw to resolve the issue around the ISA and ISC is in Council's hands.

Councilor Brown commented and read out the letter stating that in order to resolve this issue, the USSU Executive believes the best route is to put forward an amendment at a SGM to take place February 9, 2012. The amendment to be put forward at the SGM should be put together by an Ad Hoc Committee of USC, whose soul mandate is to put forward an amendment that all members find mutually agreeable. The committee should be comprised of the Executive, two members of USC and the representative for ISC and a representative for ISA. This committee will also have its recommended amendment submitted to USC by January 26, 2012 in order for the amendment to be available to the public well in advance of the SGM.

Councilor Anderson (Arts & Sci.) noted that she is somewhat hostile about going towards and into an SGM considering what happened at the AGM. She asked what kind of dialogue has happened since the AGM to make opinions change on the topic. Councilor Brown commented that it is the belief that the proposal at the AGM was proposed in the sense that nobody had discussed it and the implications that it could have for both groups that were involved. There is a discrepancy in how "College" is defined and now there is an understanding there is a discrepancy into how the ISC derives its two members. With this in mind, the ISC would like to fix this problem. He notes there is not reason to fight with each other and there is an understanding that there is something wrong with the constitution. The reason the conflict happened at the AGM was because nobody was informed and people were informed at a later date, which added more fuel to the fire. The reason why the SGM is a favorable route is because it would allow everybody to sit down equally and come together with a mutual agreement to fix this.

President Hitchings commented that this is more a question of order.

Councilor Anderson (Arts & Sci.) asked why the ISC doesn't make it so that their membership is all Indigenous students or the ISA are representatives of all international

students, instead of going in and changing the Bylaw. Councilor Brown commented that this is certainly something that can be discussed through the Ad Hoc Committee. The ISC personally believes that they represent all self-identified Aboriginal students on campus, a little over 1700 people. The ISC has been asked by the USSU lawyers to provide membership, but they believe the membership is predicated on the census and what the census tells them. With that being said, our constitutions are conflicting in that sense.

Councilor Konkin noted from experience, STM receives it's representation mechanism through the College rather than by having a piece in a constitution. There is a piece in their constitution that says they represent a body of STM students, but there is a body above them that delegates responsibility to represent them. That's something that the ISA and ISC don't have that mechanism through the University. If the University were to introduce something, then they would be able to use census numbers.

President Hitchings noted that the proposed time to have the SGM is February 9, because that gives an entire month so students will know in advance that an SGM is happening. The Ad Hoc Committee would have two weeks to put together it's proposed amendment and to bring it to Council to approve before going on to the lawyers and having it out nine days before the SGM. It would then take place before the elections for Council, which will start earlier this year; February 16 is the call for nominations.

Councilor Anderson (Arts & Sci.) asked if other students could bring forth amendments to bring forward at the SGM. President Hitchings commented yes.

Move to make a Special General Meeting on February 9, 2012.

**USCMotion098:** Councilor Steele/Councilor Stevens **Carried**

Move to make an Ad Hoc Committee comprising of a representative from the Indigenous Students' Council, a representative from the International Students', the Executive and two members of Student Council to bring a proposed amendment to Council on January 26, 2012.

**USCMotion099:** Councilor Brown/President Hitchings **Carried**

Move to open nominations for the two USC spots available on the Ad Hoc Committee.

**USCMotion100:** President Hitchings/Councilor Konkin **Carried**

Councilor Konkin nominated himself.

President Hitchings nominated Councilor Bozek. She accepted.

Councilor Thompson nominated himself.

Councilor Stevens nominated himself.

Councilor Brown nominated Councilor Stenerson. He declined.

VP Topola nominated Councilor Clark. She declined.

Ballots are handed out. Up to two votes may be used.

Nominated to the Ad Hoc Committee:

Councilor Bozek

Councilor Konkin

Move to close nominations.

**USCMotion101:** President Hitchings/VP Nystuen

**Carried**

Move to destroy the ballots.

**USCMotion102:** VP Topola/Councilor Brown

**Carried**

## **6.2 Childcare Centre**

VP Nystuen commented that as asked last week, he has written up and sent out an Executive position with some history of this topic. He asked for Council's opinions and questions.

Councilor Bozek noted that she brought this topic to her Council meeting and there was an agreement with how the Executive feels. If a new student fee has to be put in place, then it should be the University and not the USSU, as not all spots will be for undergrad students.

Councilor Brown noted that the ISC also believes that the University should implement the fee to all students.

Councilor Steele asked if there was no fee that the USSU collected, how do we go about assuring a certain number of seats for undergraduate students? VP Nystuen noted that the University has said that their goal is to have at least half the seats for undergraduate students. Also, the money that they have received so far was from the Provincial Government and that was particularly tied to alleviating the backlog for students hoping to or attending post secondary education for that. We hope in good faith the University would go ahead and use that money for the original intentions it was given to them for. If this doesn't happen, the USSU would be talking to the Provincial Government.

Councilor Konkin asked if no opposition is adopted by Council, does the Executive plan on communicating its position to the University in any particular way? VP Nystuen noted that the University does have a representative who regularly attends USC meetings, James Pepler. VP Nystuen expects that the Executive will be in contact with Dr. David Hannah about this position. Dr. Hannah has talked to the Executive about different ways of making this work.

Councilor Brown asked if by not providing funding, will this option derail any childcare facility in the future for the USSU. VP Nystuen commented that he can't say that is correct for certain, but the Executive hopes it would not come down to that. Childcare is a very important thing for campus and because of the current financial situation the USSU can't be involved. He also noted that the USSU would work with the University, if needed, to find other ways to help out, with fundraising for example.

## **7. New Business**

## **8. Questions and Comments**

Councilor Clark asked for a clarification on election nominations and the dates. She also asked if MSC forms were available online and if an email could be sent out with regulations as soon as possible. President Hitchings commented that the call for nominations would begin on February 16. He also commented that he would write something up and send it out as soon he can.

Councilor Steele thanked the Executive for providing food.

Councilor Thompson commended the Executive and the USSU for more advertising and support for the Radio Show on Tuesday nights at 7 on CFR.

President Hitchings commented that as some are aware there is currently a by-election underway for the MSC for the College of Arts & Science. There was a slight problem with PAWS allowing any undergraduate student to vote in the election. He has been in contact with PAWS and they can find out who is not in the College of Arts & Science and discard all those votes.

Councilor Brown noted that he had talked to an Arts & Science student who said they weren't able to vote and told her to contact the USSU.

## **9. Other Business**

Councilor Brown would like to put to rest any speculation that he may step down to take over Presidency of ISC, but this is not true. He will not be stepping down from his MSC position. He will hold both positions.

## **10. Adjournment**

Move to adjourn.

**USCMotion103:** Councilor Thompson/Councilor Goudreau

**Carried**

# Executive Committee

Minutes for Monday January 16, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda,  
Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 10:40 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Meeting with student re: MSC Arts & Science Election
- Picked up my dad from the airport
- Class
- Executive Meeting
- Meeting with ASSU VP Internal Keith Flysak
- Meeting with Professor
- Meeting with Communications & Services Manager Jason Ventnor
- Class
- Financial Review Meeting
- Meeting re: Campus Legal Services/Classic
- Class
- Meeting with Student
- Class
- Plasma Update
- USC
- Mentee Lunch
- Wrote blog
- Sustainability Board meeting
- Geoff Scott Presentation

**VP Topola**

- Meeting with PAL's at the ULC
- Meeting with the Executive
- Attending class
- Volunteering at the USSU Pride Centre

- attending APC meeting
- Preparing for and Attending the Student Forum
- Meeting with the Copyright Advisory Committee
- Organizing AAC meeting
- Organizing PAL appreciation event
- Handling academic grievances

### **VP Nystuen**

- Exec meeting
- Write up USSU Position on Childcare
- Prepare for USC, read meeting package
- Type up minutes from Budget and Finance Committee meeting
- Notify clubs of their funding requests results
- Organize and prepare for next Budget and Finance Committee meeting
- Talk to clubs about their funding requests and missing ratification documents
- November Financial Review meeting
- Sign insurance form
- Respond to emails
- Prepare financial update presentation for USC
- Social Committee meeting
- Meeting about getting the Bowl permanently licensed for Welcome Week
- Meeting with student about SLIP
- Class
- Sustainability Committee meeting

### **VP Ferwerda**

- We are treaty people meeting
- Even assessment White Ribbon Campaign
- Exec Meeting
- Meeting with councilor
- -Financial Review Meeting
- Radio Show
- Campus Legal Service/CLASSIC meeting
- Learning Community
- Class
- Sustainability committee
- Sustainability Leadership event

#### 4. **Business**

##### 4.1 Peer to Peer

VP Ferwerda proposed the idea of a mentor to mentee where Councilors can spend some time with an Executive member to get a better idea of what they do on a daily basis. GM Cottrell noted that with the renovations of Place Riel and the USSU offices now being on the second level, the number of drop-ins from students has decreased significantly. It should be made clear to students and Councilors that they can visit the Executive and are accessible. Executive have decided on proposing the idea to Council this week.

##### 4.2 CLS (Campus Legal Services)

A meeting was held with Campus Legal Services', Glen Luther. Unfortunately CLS has taken a back seat to CLASSIC (Community Legal Assistance Services) and would like to possibly partnership with the USSU. GM Cottrell noted that there is the possibility of offering CLS space yet there are money and insurance issues surrounding the idea. Executive agree it's worth looking into further. President Hitchings brought up the idea of charging an extra student fee for the service, which would work out to approximately \$1.50 per term per undergraduate student. VP Nystuen questioned how many students have come to the USSU looking for legal help. The idea will be brought up at Council this week.

##### 4.3 Student Survey

Jason Ventnor was brought in to talk about the Student Survey. The survey is close to being done and he is still waiting on two Executives to submit their questions. Questions should be submitted no later than Tuesday January 17<sup>th</sup>. Once all questions are in, survey will be finalized and sent out for approval. Executive need to decide what prizes they would like to hand out. VP Nystuen reminded the Executive of the PepsiCo sponsorship. PepsiCo has noted they would provide large prizes, like a mini fridge, as an event prize. VP Nystuen will get in touch with Pepsi to find out what they are willing to contribute. Executive also discussed a cash prize.

##### 4.4 SGM/Exec Project

Jason Ventnor has sent the Ad Hoc Committee the date in which their recommendations for changes to the Bylaw need to be in by for the SGM. Executive should also hold a meeting to discuss any other amendments they would like to submit. Recommendations and amendments will have to be in by January 31, 2012.

#### 4.5 Executive Evaluation

GM Cottrell noted that it is evaluation time at the USSU. In past years the Executive did not receive evaluations, but it is at their discretion as to whether they would like to participate. The evaluation does provide good feedback and how one is perceived in the organization. The Executive was in favor of the evaluation.

#### 4.6 Computer Capital Budget

VP Nystuen talked to USSU IT about the computer budget and what is needed. Executive are encouraged to think of useful technological changes they would like to see in the offices and Council Chambers, for example, printers in their personal offices. GM Cottrell noted that equipment for video conferencing in the Council Chambers would be a good selling point for renting out the room to companies. Ideas will be discussed next week.

#### 4.7 Pharmacy-Nutrition Executive Sponsorship

The College of Pharmacy-Nutrition would like Executive sponsorship for a Body Image/Eating Disorder week.

**Move to provide up to \$200 sponsorship for the Body Image event.**

**EXECMotion084:** VP Nystuen/VP Ferwerda

**Carried**

#### 4.8 Election 2012

GM Cottrell noted that Executive will have to discuss how to deploy deputy returning officers into College buildings most effectively to encourage student voting for MSCs. Executive will need to do a walk through of the Colleges and note where they would like to set up and choose how many locations.

#### 4.9 Bylaw Amendment Meeting

Executive will meet this week to discuss other changes to the Bylaw to be submitted for the SGM.

#### 4.10 EDO

VP Nystuen will be taking his EDO this Friday.

#### 4.11 Good Food Concourse

VP Ferwerda received an email about a partnership with a good food market, which would like to set up in the North Concourse of Place Riel. The idea is a pilot project and is flexible with dates. There is also a possibility of getting the Food Centre involved as well. VP Ferwerda will send out the proposal to the Executive for approval. (See attached)

#### 4.12 Year End Photos

Executive photos will be taken sometime in March for the Council Chambers. Executive would like the photos to be done in black and white.

#### 4.13 Executive Bonding Lunch

VP Nystuen asked if Executive were still in favor of having a bonding lunch each month. Executive concurred.

#### 4.14 Childcare Position

Executive will be meeting with Dave Hannah to talk about the USSU's position on the proposed Childcare Centres. The meeting will be held at 3 p.m. on Tuesday January 17<sup>th</sup> and all Executive will be present except VP Topola, who has class at that time.

### 5. **Adjournment**

Meeting was adjourned at 11:45 a.m.

## **Pilot Project: Mini Produce Market for March, 2012**

**Description:** 12 – 14 different kinds of Fruit and Vegetables will be displayed in baskets on two tables in upper Place Riel near where students congregate to wait for bus. Produce will be priced near whole sale prices for students to purchase. Market will be available for 2 – 3 hours on Thursday afternoons for the month of March (nutrition month).

**Dates:** March 1, 8, 15, 22, 29

### **Goals of Market:**

- To improve access to affordable and healthy fruit and vegetables for U of S students.
- To increase consumption of vegetables and fruit. Most U of S students consume less than recommended number.
- To increase success of programming through established partners
- To establish U of S as leader in Healthy Campus initiatives

### **Partners:**

#### **USSU:**

- Provide space in upper Place Riel for 3.5 hours per week
- Provide three 8 foot tables and 2 – 3 chairs
- Encourage Food Centre staff to work his Thursday hours from Market location
- Advertise in U of S Buzz Bins

### **Student Health**

- Order and coordinate delivery of produce and pick up of left overs
- Provide supplies needed for markets (table clothes, baskets, calculators and float)
- Develop advertising posters and post
- Provide nutrition and health education resources
- Assist in setting up, staffing, and removal of market
- Evaluate use of market

### **CHEP Good Food Inc**

- Order produce from wholesaler
- Pick up leftover produce at end of market

### **U of S students**

- Purchase produce at close to whole sale prices
- Provide their own bags
- Complete evaluation at end of pilot

**Nice to know details:**

- CHEP Good Food Inc has been coordinating successful produce markets for over one year. Current locations are Thomas Wesley church (Wednesdays), Pleasant Hill School (Monday), St Mary and WPBate schools (Thursday). CHEP has also coordinated similar markets in several Senior's apartment complexes.
- CHEP market coordinator, Rita Hanoski is also one the Health Education Coordinator at Student Health and will be coordinating the pilot.
- Suggested produce: Five – six Fruit such as apples, bananas, oranges, grapefruit, grapes, tomatoes. kiwi. Seven – eight Vegetables such carrots, potatoes, peppers, cucumbers (often local), lettuce, onions, broccoli, cabbage, celery.

# Budget & Finance Committee Minutes

## January 16, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell, Brain Truman, Heather Franklin, Shira Fenyes, Katelyn Frecon, Eric Stusrud, Scott Hitchings

Regrets: None

### 1. Call to Order

The meeting was called to order at 12:57pm.

Move to adopt the agenda.

**BFC Motion51 Froh/Konkin**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 Katelyn Frecon from the Engineering Students Building Bridges club made a funding request presentation asking for materials for the Trotsky Bridge Building Competition.

3.2 Katelyn Frecon also made a presentation for the Civils Club funding request for which she is a Vice-President. They are seeking USSU Credit for a Steak night fundraiser at Louis' for their Grad banquet.

3.3 Heather Franklin and Shira Fenyes presented a funding request for the Women in the Legislature group, which they have helped to start.

3.4 Brain Truman from U of S Concrete Toboggan made a presentation for the funding request asking for funds for materials for their toboggan for the GNCTR.

3.5 Eric Stusrud presented a funding request for the Roundtable 2012 group.

### 4. Business

#### A. Ratifications

1.1 Women in the Legislature

1.2 Louis' Trivia Organization

1.3 Sheptytsky Institute SRC

Move to ratify the listed clubs.

**BFC Motion52 Heidel/Konkin**

**Carried**

#### B. Funding Requests

2.1 Engineering Students Building Bridges

Requested \$650 USSU funds and \$350 USSU Credit for materials and poster printing for the Trotsky Bridge Building Competition. Although this event involves travel, the USSU will solely be funding the cost of bridge materials and printing.

Move to approve \$650 USSU funds and \$350 USSU credit.

**BFC Motion53 Konkin/Ferwerda**

**Carried**

## 2.2 Civils Club

Requested \$1,000 of USSU credit to be used for a Steak Night fundraiser at Louis' for their graduation banquet.

Move to approve \$1,000 USSU credit.

**BFC Motion54 Nystuen/Moellenbeck**

**Carried**

## 2.3 Women in the Legislature

Requested \$550 USSU funds and \$450 USSU credit for their Women in the Legislature events. The \$550 funds would be used for a lunch in Regina, speaker honourariums and small miscellaneous costs. The \$450 USSU Credit will be spent as such; \$250 at Louis' for appetizers at a speakers event and \$200 at XL Print and Design for posters and promotions materials.

Move to approve \$550 USSU funds and \$450 USSU credit.

**BFC Motion55 Wood/Froh**

**Carried**

## 2.4 Roundtable 2012

Requested \$1,000 for hosting the national Roundtable conference for all business student societies. The amounts requested were split up between Pepsi product, USSU credit and USSU funds, although they were not sure of the specific allocation they wanted for each. The conference has a extremely large budget and the presenter was unable to demonstrate what exactly the USSU contribution would used towards and how it would impact the conference. The Committee was unsure of this proposal and asked VP Nystuen to contact the group and find out more specifics for the conference and where funding would be allocated and if the conference would be interested in using USSU businesses for their conference. Motion to defer this funding request until the next Budget and Finance Committee meeting.

**BFC Motion56 Nystuen/Konkin**

**Carried**

## 2.5 U of S Concrete Toboggan

Requested \$1,000 for materials for Great Northern Concrete Toboggan Race. They were informed of the new maximums for funding requests and said they would be able to use some USSU Credit for printing at XL Print and Design. Although this event involves travel all the USSU funds would be allocated for materials of the sled.

Move to approve \$650 USSU funds and \$200 USSU credit.

**BFC Motion57 Wood/Heidel**

**Carried**

## C. Infrastructure Fee Policy Changes

The USSU Executive has approved changes to the Infrastructure Fee Policy after new wording was added to reflect the direction the Infrastructure Fee Reserve should take.

Move to accept the changes to the Infrastructure Fee Policy.

**BFC Motion58 Nystuen/Konkin**

**Carried**

**5. New Business**

No New Business.

**6. Questions & Comments**

Councilor Moellenbeck asked if it would be possible to hold the monthly financial review meetings at a time that she did not have class so she could attend. VP Nystuen stated that he would look into setting one up at a time that worked for her.

**7. Adjournment**

Motion to adjourn.

**BFC Motion59 Froh/Heidel**

**Carried**

Meeting adjourned at 2:13pm.



# Student Infrastructure Fee Terms of Reference

## 1. Purpose

In March of 2003 a referendum was held which empowered the University of Saskatchewan Students' Union (USSU) to begin collecting a Student Infrastructure Fee. The purpose of this fee is to ensure that the USSU is able to expand and maintain its facilities in a sustainable manner. In the fall of 2007 the fee was increased to enable construction of new space, contiguous with the current Place Riel Student Centre Building, and to renovate the existing building. Students have made a thirty-year commitment to collect an infrastructure fee per student per term to service a debt of 18.3 million dollars for renovation and expansion. However, it is recommended that the fee be permanent in order to provide continual contributions to a building reserve fund.

The funds collected through the Student Infrastructure Fee are to be maintained within a separate trust fund (Student Infrastructure Fund) managed by the USSU on behalf of past, current and future students. The fund is to be governed by the USSU's financial policies and practices.

The USSU will invest any Infrastructure Fee surplus until a fund of \$750,00.00 is achieved while simultaneously recognizing that portions of the reserve may be used for regular capital expenditures to maintain the integrity of the Memorial Union Building and Place Riel. Once a fund of \$750,000.00 is achieved any further surpluses will be allocated as follows: CPI portion of the fee to the reserve fund; the remainder to paying down the thirty-year debt.

## 2. Expenditures

The Student Infrastructure Fee and the Student Infrastructure Fund are to be used for planning and design, capital purchases, renovations, and building construction relating to USSU facilities only.

## 3. Release of Funds

In normal circumstances and in order to release funds from the Student Infrastructure Fund, a motion must be made to this effect by USC at least one week prior to voting at a regular council meeting **if this request is made outside the normal yearly budgeting process and is not covered by the Expenditure of Money Policy.**

## 4. Release of Funds for the 2009-2011 Renovation

The 2009-2011 renovation of the Place Riel Student Centre will be financed from outside the USSU and accounted through the University of Saskatchewan's Facilities Management Division. Financial management of the project will be a joint venture between the USSU, FMD and the project manager, as appointed by Saunders Evans Architects. KPMG will audit. The complexities of the project require obtaining permission from University Students' Council to proceed on a project basis rather than on the basis of each \$1000.00 expenditure. Thus, for the purposes of the renovation and expansion, Article 3 is suspended.

**5. Amendment of Terms**

The authority to amend the terms of reference for the Student Infrastructure Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Operations and Finance Board. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

Contact Information: President 966-6965			
Policy Authority: University Students' Council			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Created/Adopted	USC	04/03/03	USC247
Amended	USC	03/13/08	USC155

Sustainability Committee Meeting  
Friday January 13, 2012

Present:

Alex Ferwerda  
Reid Nystuen  
Annie Lucas  
Mike Stevens  
Dan McLaren

- I. Call to order 3:16 Friday 13<sup>th</sup>, 2012
- II. Adoption of the agenda Lucas/Nystuen
- III. Business:

Sustainability Policy

The sustainability members discussed the policy generally. There was concern surrounding the effectiveness of the policy and if any proper recourse was explicit in the policy for being in violation of the document. The policy with amendments and remarks from VP Ferwerda was assessed line by line. It was decided the policy ought to be sent out to the members so each could have some time to reflect on the document.

Brainstorming/Planning event(s)

It was decided that either a week or a day event would take place in March around World Water Day. A meeting between Oxfam and the Office of Sustainability will be taking place shortly to organize and plan this event.

IV. Questions and Comments

V. Adjournment Stevens/Mclaren

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>					
Anderson, Alyssa	P	P	P	P					
Anderson, Faye	P	P	P	P					
Bozek, Jennifer	P	P	P	P					
Brown, Jared	P	R	P	P					
Clark, Jessalyn	P	P	P	P					
Darker, Autumn	P	P	P	P					
Ferwerda, Alex	P	P	P	P					
Froh, Kelsey	P	P	P	P					
Gartner, Adam	P	P	P	P					
Goudreau, Rylan	R	P	P	P					
Hitchings, Scott	R	P	P	P					
Konkin, David	P	P	P	P					
Lucas, Annie	R	P	P	P					
Moellenbeck, Jenna	P	P	P	P					
Nystuen, Reid	P	P	P	P					
Paton, Gillian	R	P							
Sinclair, Baylie	P	P	P	P					
Steele, Desiree	R	P	P	P					
Stenerson, Adam	P	P	P	P					
Stevens, Michael	P	P	P	P					
Thompson, Leon	P	P	P	P					
Topola, Kelsey	P	P	P	P					
Tyler, Lesley	R	P	P	P					
Zimmer, Noel	P	R	P	P					

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday January 26, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – January 19, 2012**
  - 4.2 Executive Committee Minutes – January 23, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – January 23, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report – January 20, 2012**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Peer to Peer**
  - 6.2 Campus Legal Services**
  - 6.3 Infrastructure Fee Policy**
- 7. New Business**
  - 7.1 Student Care Fee 2012/2013**
  - 7.2 Position on Childcare Centres**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday January 19, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Gartner, Engineering  
Noel Zimmer, Engineering  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Jared Brown, ISC  
Kelsey Froh, ESB  
Rylan Goudreau, Education  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing  
Lesley Tyler, Nursing  
Max Fineday, Arts & Science

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Desiree Steele, STM

## Absent

## Guests

James Pepler – Admin.  
Daniel Arnox – Arts & Science  
Nolan Waldner – Arts & Science  
Becky Zimmer – Arts & Science  
Marylou Mecham - ISC  
Daryl Hofmann – The Sheaf  
Grant McConnell  
Dr. Dave Hannah - SESD

Meeting was called to order at 6:10 pm.

## 1. Agenda

Councilor Thompson noted that Dr. Sanjeev Anand has fallen ill and will not be making a Council Address.

Move change strike out 3.3 Dr. Sanjeev Anand under Council Address.

**USCMotion104:** Councilor Thompson/Councilor Brown

**Carried**

Move to adopt the agenda as amended.

**USCMotion105:** Councilor Brown/Councilor Thompson

**Carried**

## 2. **Introductions and Announcements**

VP Topola introduced James Pepler.

Councilor Moellenbeck introduced Becky Zimmer and Daniel Arnox from Arts & Science.

Councilor Brown introduced Marylou Mecham from ISC.

VP Ferwerda introduced Daryl Hofmann from *The Sheaf*.

Move to give GM Cottrell speaking rights.

**USCMotion106:** Councilor Gartner/President Hitchings

**Carried**

GM Cottrell introduced Grant McConnell. GM Cottrell noted she has had the great pleasure of previously teaching with Mr. McConnell for a number of years at St. Peter's College. About a year ago SEPW Architects, who designed the renovated Place Riel, gave a \$10,000 grant for some artwork. Mr. McConnell is the artist who painted the picture that hangs in the Council Chambers and will be talking about the work.

President Hitchings introduced Dr. Dave Hannah.

VP Ferwerda introduced Nolan Waldner from Arts & Science.

## 3. **Council Address**

### **3.1 Grant McConnell**

Move to go into informality.

**USCMotion107:** Councilor Froh/Councilor Clark

**Carried**

Grant McConnell thanked Council for inviting him. He mentioned he works as a part-time teacher at the University for 25 years. He also works as a visual artist and his work can be seen at a gallery in downtown Saskatoon. He noted how it was really inspiring for him to be drawn into the Roy Romanow Chamber as a guest and a long time guest with his work that now hangs on the wall. He explained that his own work is largely Canadian historical and he deals a lot with landscape references and historical settings in Canada. When asked to work up a commission based on the discussions of the Executive and the General Manager and bring something fruitful to the Chamber, it was a great honour and enjoyable experience for Mr. McConnell.

The title of the work, "Free Assembly", pulled from the readings of Abraham Lincoln, is about politics and the importance of disenthraling yourself and getting out of your own chamber/head so you can make good decisions. The idea of disenthraling ourselves is important and the idea is to get out of the chamber and in some ways get out into nature to find a place that might inspire you beyond the confines of the architecture here. The work is an extension of the circumstances one might find themselves in and finding a meditating place where the decision-making might come more freely.

Councilor Konkin asked what brought Mr. McConnell to paint the work on wood plank. McConnell noted that the work is painted on plywood and all his work is based formally on wood. Working on a clean white piece of linen or paper is intimidating. Working on a piece of wood makes him feel like he is collaborating with nature. He also notes that he usually chooses not a fine grate of plywood and likes to see the knots and roughness.

GM Cottrell asked Mr. McConnell to talk briefly about his earlier work and his Riel series in terms of the background of the work. Mr. McConnell commented that with someone like Riel, the politic of that is a place to negotiate and a land is a place to negotiate. While the work in the Chambers would be referred to as a landscape painting, land is something that continually has to be negotiated. We bring our culture in some ways to what it is we see.

Councilor Brown asked what was the significance of the six chairs and why were they placed so close to the riverbank. Mr. McConnell commented the six chairs should be read more as continuity and as little separation as possible from the rest of the landscape.

VP Ferwerda asked about the season the painting is set in. Mr. McConnell noted that he doesn't avoid winter, but winter is sometimes something we might be limited by. He also noted that finding a place, if not purely romantic, then at least a place one is drawn to and by doing that a fairly hospitable environment.

VP Topola commented the painting is beautiful and can't imagine the Council Chambers without it and thanked Mr. McConnell.

### **3.2 Dr. David Hannah – SESD**

Dr. Hannah thanked Council for having him back to speak about the Childcare Centre. He noted he spoke to Council before Christmas to give an update and information on the Centres. The issue brought up was how to arrange for some kind of student contribution toward the cost of the project. Last week he and James Pepler met with the GSA Course Councilors and had a similar conversation with them. There have been informal discussions on a number of occasions with the USSU Executive and are at the point where SESD would like to firm up the financial commitments to the project. Just to recap, the University is looking at a project that is going to come in at around \$4-\$5 million dollars and will double the number of childcare spaces on campus from 110 to 220. So far there is a firm commitment from the Provincial Government of 1.36 million dollars. The University has a strong support for the project and has potentially committed roughly the same amount as the Provincial Government.

Dr. Hannah mentioned that the last time he spoke to Council he talked about two kinds of contributions from students; one potentially from the USSU itself and the other potentially from the students as a whole. He noted he met briefly with some Executive members and they provided him with their feedback on both options. The USSU doesn't feel they are in a financial position to make a significant financial contribution as an association. Dr. Hannah asked how much support Council felt there would be for a new student fee or an increase of the Student Enhancement Fee, which is currently set at \$15 per term.

Dr. Hannah has proposed to the USSU Executive and the GSA an increased fee of \$5 per student per head, effective in the 2012/2013 year. A fee of that amount would generate over five years a million dollars. Students, both undergraduate and graduate, would be contributing partners with equal amounts as the Government and University. This is not a fee that the USSU would be imposing as an association. SESD recognizes there are certain constraints the USSU is under in terms of creating such a fee. This would be a fee the University would impose and it would be great to take the request forward to the University knowing that there was strong student support.

Member Waldner asked if University staff members would also be contributing to the Childcare Centre through fees. Dr. Hannah commented that he will be meeting with the University of Saskatchewan Faculty Association and other University members to ask their associations if they would be willing to support this project with their own funds. There will also be a major fundraising campaign that University Advancement will be operating. The University can't impose a fee on staff, so it will be a request of employees rather than a required fee.

There are questions regarding how many spaces should be allocated to staff and students. Dr. Hannah's personal opinion is students should have at least half of those spots, as students are the priority. In addition, faculty and staff have more accessibility to other daycares and can afford them compared to students. Dr. Hannah also commented that he would like to see a significant portion of the student spots allocated to Aboriginal students.

Dr. Dave Hannah asked Council to think and consider the added \$5 student fee. He would also like to challenge the USSU in taking another look at contributing as an association. There is a symbolism of having the USSU stepping up to the plate. Both childcare centres have indicated they are going to provide financial support on slim reserve funds that they have built up over the years. The amount of money, although helpful, is small. The first question large potential donors ask is who else is contributing. The money and the financials are important as well as the symbolism.

Move to go into formality.

**USCMotion108:** VP Topola/Councilor Bozek

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – January 12, 2012**

##### **4.2 Executive Committee Minutes – January 16, 2012**

##### **4.8 Budget and Finance Committee Minutes – January 16, 2012**

##### **4.10 Sustainability Committee Minutes – January 13, 2012**

## 5. Motions Arising from Minutes and Reports for Information

Move to adopt the minutes.

**USCMotion109:** Councilor Brown/Councilor Stevens

**Carried**

## 6. Business

### 7. New Business

#### 7.1 Peer to Peer

VP Ferwerda commented that Peer to Peer is an idea he had given the fact that this year the Executive now have offices up on the second floor and they haven't seen as many students stopping by as previous years. VP Ferwerda provided a sign-up sheet where Councilors can put their names down if they would like to hangout with an Executive member, depending on what interest they have, whether it's academic or non-academic. The idea also gives more insight into weekly Executive roundtables and what they do on a daily basis.

Councilor Konkin asked if this idea was just for Councilors or other students. VP Ferwerda commented that this idea right now is exclusively for Councilors where they can shadow meetings with Executive, etc. The idea is to get more students visiting the offices up on the second floor and for the Executive to be more accessible to students.

VP Topola added that the Executive are full-time employees at the USSU and are busy during the days, other than answering emails and going to meetings. She encouraged Councilors to sign up.

Councilor Moellenbeck spoke in favor of the idea commenting it was a good idea and is curious as to what the Executive does and would like to know more.

Councilor Brown asked in regards to accessibility, if students could just run up to the offices rather than having to go through reception and being stopped. VP Ferwerda commented that's a good idea, but all USSU administration staff are also upstairs and shouldn't be bothered. Executive still encourage visitors though.

#### 7.2 Campus Legal Services

VP Ferwerda talked about a meeting held previously between himself, President Hitchings, GM Cottrell and the Executive Director, Glen Luther of CLASSIC, the non-profit organization that deals with poverty law. VP Fewerda notes that Mr. Luther was also involved in Campus Legal Services, which started in 1979 and was designed to provide various legal services to students. There are still members on it, but it really isn't in existence. The meeting was about creating some kind of a way to bring the service back, because in VP Ferwerda's opinion, it is an essential service for students to have access to some type of legal information or advice. Access to legal aid and organizations like CLASSIC, you can't because of student loans. VP Ferwerda asked Council whether there

were any concerns with the service, because likely there would have to be some kind of financial contribution or space contribution from the USSU. The reason it doesn't exist now are because of liability issues and lack of organization. VP Ferwerda would like to know what Council thinks of some kind of co-op with spearheading done by the USSU in terms of dealing with this essential service for students.

Councilor Konkin noted that in the Executive minutes it said there weren't a lot of requests for legal services through the USSU and asked how would those issues that caused it to disappear, including the liability one, be resolved. VP Ferwerda commented the reason for including CLASSIC is because it is a non-profit that was started by students and still has a huge student volunteer body. The liability issues came out because there were issues with insurance and oversight administration of the files. The USSU as an organization has access to administrative services and space.

President Hitchings commented that what CLS attempted to do, CLASSIC does better. CLS had liability and organization issues. He isn't sure what the difference was between the two but when CLASSIC got started they were better than what CLS did. CLASSIC now does the same type of thing but for a different target audience. CLS would be targeting students and CLASSIC targets poverty level.

Councilor Konkin asked how things would be done differently and would this idea be involving CLASSIC. VP Ferwerda commented that CLASSIC was brought up as an example of how an organization can offer a service like that. Glen Luther, who was on the Board of CLASSIC, was also a faculty advisor. One of the biggest problems was that you need a certain amount of money to pay people to oversee the files and Law students can only offer information, whereas a lawyer can offer legal advice. That's where it gets tricky and where the liability issues were before with CLS. There are many different services like this in Canada. A student offering legal advice is where the liability issues came in.

Councilor Stevens commented that in principle it's a great idea, but there are the liability issues. He noted to keep this going you would have to keep a concerted effort and get volunteers. He also commented on how CLASSIC is tied in with courses as a credit for Law students. If there was a way to tie that in with CLASSIC and get course credit while working with CLS, that is an idea to bring in.

Councilor Konkin asked what the commitment from the USSU would be outside of the budget now for CLS. VP Ferwerda noted that the reason he brought this idea to Council was to see what response would be for it. As far as a contribution, it is up in the air. There is possibility of making a request to get some funding from the University.

Councilor Bozek asked out of curiosity what kinds of things students would come to this service for. VP Ferwerda commented that one of the biggest things, from personal experience, could be a tenancy problem. It's also not necessarily that students need a lawyer, just legal information and knowing their rights. Also dealing with academic problems would be another service, although already offered through the USSU, it would have a legal side to it.

VP Topola added she has witnessed some academic issues that go to the University level that do involve legal matters and could have used that legal advice.

VP Nystuen asked if Council would be deciding anything tonight or just discussing it as an idea. VP Ferwerda commented that there's no motion, it's just a matter of getting some feedback to decide whether or not to go ahead with getting involved with something like this. VP Nystuen suggested doing a show of hands for support at some point.

President Hitchings commented that the idea is being brought to Council for them to decide if the USSU should pursue pursuing it. He encouraged Councilors to think about it and a decision will be made next week.

### **7.3 Infrastructure Fee Policy**

VP Nystuen commented on the revisions to the Infrastructure Policy highlighted in red. This is a reflection of what was passed by the Exec, Budget & Finance Committee and Council back in the Fall and it was discussed how to deal with the Infrastructure reserve. This is now taking that and putting it into policy to guide this fund going forward. These proposed changes have been passed by the Executive and the Budget & Finance Committee and brought to Council because the Infrastructure Fee is one of our only policies, if not the only one, that requires Council approval because it deals with money.

## **8. Questions and Comments**

VP Topola commented that on Monday January 23, Teaching Excellence Awards for Term 2 open. She provided Council with nomination forms for Councilors to spread around various Colleges. Councilor Brown asked how many awards were given out for the Awards. VP Topola commented that surveys are done in both Term 1 and Term 2 and the results from both are tallied together and the top 10 professors from any college, any term, are awarded.

Councilor Moellenbeck noted that there is no representative for Medicine and asked what was happening with that situation. President Hitchings commented that a call for nominations had been put out for that position, but no one put their name in. Another call will be put out soon.

VP Ferwerda invited Councilors to join him on the USSU Radio Show on Tuesday nights. He also commented that the Executive will be going to Louis' for the Trivia night and all Councilors are welcomed to join.

VP Nystuen noted that Campus Club Week will be held in the tunnel during the week of January 23 – 27. Clubs will be promoting their events for Term 2, looking for membership or selling tickets. Councilors are encouraged to check out the groups on campus. VP Nystuen noted there are over 100 ratified clubs this year, which is over the number from last year.

## 9. Other Business

President Hitchings commented that the Ad Hoc Committee, which was formed to study the SGM amendment, met for the first time earlier that day. There was some progress made, but the amendment is not ready yet and it might not be ready for next week's Council meeting. President Hitchings asked Council if it was ok with the Committee taking more time than what was anticipated to come up with an amendment. President Hitchings asked if Council would accept the amendment that the Committee comes up with without actually seeing it. He noted that it will be ready after next Thursday's meeting and Council won't be meeting again until after the amendment closing date. President Hitchings is asking for Council's approval in advance for the proposed amendment.

VP Nystuen noted that there is a Council meeting after the submission deadline and prior to the SGM. The Ad Hoc Committee could craft the amendment and submit it to the lawyers and that could be the Ad Hoc Committee's amendment. That Thursday in between the deadline and the SGM, Council can then see the amendment and then decide, with full information with what the amendment will look like, and decide at that point if they would like to support it or not.

Councilor Thompson commented that the idea proposed by VP Nystuen makes more sense.

GM Cottrell commented that this idea may be a problem since once the lawyer has given a thumbs-up or thumbs-down, it's not up to Council anymore and it then becomes part of a general meeting of the members. At the end of the day, Councilors become members only and it has to go to that General Meeting. Veto power is lost after the deadline has passed. GM Cottrell believes the only option for Council to have a thumbs-up or thumbs-down to a proposal, is it would have to go out informally to get a general read on whether or not it would be approved as under the Non-Profit Corporation Act.

Councilor Konkin noted that he trusts GM Cottrell's knowledge of the Bylaw and how things work. The Ad Hoc Committee was formed by Council, which had control over it's members, so he thinks this is something Council can trust as the Committee is being very serious about putting an amendment together. He notes this will be an amendment made as a product of one of the Committees of this Council, so he believes Councilors should feel safe with accepting whatever amendment is made.

Councilor Thompson agreed with Councilor Konkin.

Member Waldner commented that he thought one of the reasons why the amendment didn't pass at the AGM, and why there's a SGM in the first place, was because a proposal wasn't made before the amendment deadline. VP Ferwerda noted that it failed because it didn't pass and wasn't because of a technicality in terms of that. He added that he doesn't think this will have a problem with the consultation because the president of the ISC is on the Committee and the meetings are open to union members (Indigenous and International) who would like to discuss the amendment.

Councilor Anderson commented that she thought it would be ok having the amendment go

through to the SGM, but she doesn't think that the Council stamp of approval should be on it since Council won't actually see it.

Councilor Brown asked what the repercussions would be if the SGM is pushed back a week. President Hitchings commented that they would be largely logistical because all the logistics are already laid out for the SGM.

Councilor Clark suggested that if anybody is deeply concerned over not seeing the amendment, they should find out where the Ad Hoc Committee is meeting so they can be present to at least view what the amendment would be.

President Hitchings commented that as soon as a meeting is set, Councilors would be notified.

**10. Adjournment**

Move to adjourn.

**USCMotion110:** VP Ferwerda/VP Nystuen

**Carried**

# Executive Committee

Minutes for Monday January 23, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Jason Ventnor

Regrets: Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 3:20 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Executive meeting
- Class
- Meeting with Office of Sustainability
- Class
- Meeting with Dave Hannah re: Childcare
- Searched for possible DRO locations
- Meeting with Stephen MacLeod re: Election Poster Rules
- Lunch Meeting
- Class
- Sustainability Learning Community
- Meeting with Professor
- Class
- SGM Ad-Hoc Committee Meeting
- USC
- Class
- Attended ASSU function

### **VP Topola**

- Met with PAL's at the ULC
- Attended Class
- Attended Executive Committee meeting
- Attending VP Teaching and Learning Search Committee
- Met with Speed Scrabble organizing committee
- Met the Student Forum Executive Committee
- Handled academic grievance

- PAL meeting re: PAL appreciation event plans
- Attended Group of Eight meeting
- Attended ASC and TLCC joint meeting
- Prepared for TEA nominations
- Attended USC

### **VP Nystuen**

- Exec meeting
- Wrote Blog
- Talked to Pepsi about sponsorship for survey
- Held Budget and Finance Committee meeting
- Place Riel Steering Committee meeting
- Meeting with David Hannah about childcare
- Meeting with Nursing Student Society President
- Review of Standard of Student Conduct meeting
- Review Sustainability Policy, submit comments
- Ad hoc committee meeting
- Filled out executive review feedback
- Reviewed Bylaw, found new proposed amendments for SGM
- University Student Council meeting
- Typed up minutes from BFC
- Prepared for next week's BFC, put together meeting package, emailed clubs about presentations
- General finance/administration duties
- EDO

### **VP Ferwerda**

- Executive Meeting
- Budget Finance Meeting
- Meeting with U of S office of sustainability
- Thorvaldson Health Fair Table
- Appeal Process Meeting
- Meeting with David Hannah
- Radio Show
- Class
- Exec Meeting
- Sustainability Learning Community
- Jim Millers (We Are Treaty People Week) Meeting
- Ad Hoc Committee Meeting
- Climate Action Plan Meeting
- Sustainability Committee Meeting

4. **Business**

4.1 Speed Scrabble

**Move to sponsor Speed Scrabble.**

**EXECMotion085:** VP Topola/President Hitchings

**Carried**

4.2 Good Food Concourse

As per last week's Good Food proposal, VP Ferwerda would like to change the location to the Arts Tunnel. Will be reviewed next week.

4.3 Technology Capital Budget

VP Nystuen asked the Executive if there was anything they needed in regards to computers and equipment. None of the Executive had any specific needs. VP Nystuen noted he is looking into putting a plasma screen in Place Riel for transit use and tracking buses via GPS.

4.4 Co-op Student Meeting

Presenter from Quebec will be at the University on Wednesday to speak about student run businesses. VP Nystuen will be attending.

4.5 Childcare Position

Executive discussed how Council should debate making an official motion of support for the University's Childcare Centre. This topic will be listed under New Business on Council's agenda.

4.6 Election 2012

President Hitchings is researching locations for voting stations.

5. **Adjournment**

Meeting was adjourned at 4:00 p.m.

# Budget & Finance Committee Minutes

## January 23, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

### 1. Call to Order

The meeting was called to order at 1:01pm.

Move to adopt the agenda.

**BFC Motion60 Konkin/Froh**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 AIESEC Saskatoon made a funding request presentation to the Committee for their Manitoba, Saskatchewan and Alberta Seminar (MASS).

### 4. Business

#### A. Ratifications

1.1 Planning Students' Association

1.2 Saskatoon Engineering Students' Society

Moved to ratify the listed groups.

**BFC Motion61 Heidel/Konkin**

**Carried**

#### B. Funding Requests

2.1 AIESEC Saskatoon

Move to approve sponsorship of \$650 USSU funds, \$100 USSU credit and \$250 Pepsi product for the Manitoba, Saskatchewan and Alberta Seminar (MASS).

**BFC Motion62 Nystuen/Wood**

**Carried**

2.2 IEEE Student Group

Move to approve sponsorship of \$500 USSU funds for High Voltage Classic. (\$300 of funds, \$200 USSU credit).

**BFC Motion63 Konkin/Zimmer**

**Carried**

2.3 U of S Best Buddies

Move to deny sponsorship for Blades Game event as the funding request was submitted on two days before the event. The Campus Groups Policy outlines that requests need to be submitted 14 days ahead of the event to give the Committee time to address them and so to follow this and to be consistent with other decisions made this year the motion is to not approve funding for this event.

**BFC Motion64 Konkin/Froh**

**Carried**

2.4 Oxfam

Move to approve sponsorship for \$200 USSU funds for Misrepresentation Movie Screening event.

**BFC Motion 65 Wood/Moellenbeck**

**Carried**

2.5 Political Studies and Public Administration Students' Society

Move to approve \$112 USSU credit for meet the pros event to be held at Louis'.

**BFC Motion 66 Heidel/Nystuen**

**Carried**

**5. New Business**

5.1 VP Nystuen said a student group named Omega Xi will be coming to present next meeting to the group about their ratification. They are not the typical club that we ratify and so VP Nystuen thought it was important for the committee to meet he group and ask them questions.

5.2 VP Nystuen sent out a document about Student Fees prepared by administration for the committee. Administration is recommending increases for all fees. The committee discussed this and will decide at the next meeting what they will recommend to USC for fee increases.

**6. Questions & Comments**

There were none.

**7. Adjournment**

Move to adjourn.

**BFC Motion 67 Ferwerda/Nystuen**

**Carried**

Meeting was adjourned at 1:47pm.

**Sustainability Committee Minutes**  
**January 20, 2012**

I. 3:18 Stevens/Lucas

II. Stevens/Gardtner

- I. Call to order
- II. Adoption of the agenda
- III. Business:
  - Sustainability Policy
  - Fairtrade Campus
- IV. Questions and Comments
- V. Adjournment

-Caroline - there has been an audit of the Union in regards to sustainability; however, because there was no proper instrument for this it has done little offer insight into how sustainability the organization really is. The policy got stripped down to this and has no really binding commitment. This is not to say that the USSU does not follow the policy in part, rather it is simply the sections that are too much of a financial commitment.

-Alex - The problem really comes down to continuity. There needs to be some sort of workable solution between maintaining sustainability and financial issues.

-Gardtner - "Among the leaders in sustainability" In regards to the preamble would be good wording.

-Gardtner "Incentives to the businesses downstairs would be a good idea".

-Stevens "There could be a document that is very large, but it could be something more of a realistic approach".

The committee decided that it would like to write a broad policy that would be a guiding tool for a protocol that administration would enforce while scrapping the old policy.

The committee has decided to google doc the sustainability policy so that each can edit the live and collaboratively. It will then meet in two weeks from this meeting.

Fairtrade Campus:

Becoming a Fairtrade campus was discussed. There were questions and opinions about the financial implications of this initiative. This is something that VP Ferwerda will be looking into as the process and steps necessary are assessed. A copy of the Fairtrade criteria will be attached to the minutes.

V. Adjournment - Gardtner/McClaren

Attendance:

Caroline Cottrell  
Adam Gardtner  
Raquel Viguera  
Annie Lucas  
Dan McLaren  
Michael Stevens

# Fair Trade Campus

(Published Standards ver. 1.0)



Category	Standard	Notes
Availability	<ul style="list-style-type: none"> <li>All coffee served on campus is Fair Trade Certified (FTC)</li> <li>At least three (3) FTC teas are available wherever tea is served</li> <li>At least one (1) FTC chocolate bar is available at every location selling chocolate bars</li> <li>All coffee and tea served at university/college and students' union meetings, events and offices is FTC. Effort is made to serve other FTC foods as well</li> <li>A demonstrable effort is made by purchasing managers to increase the number and type of FTC products they purchase/sell</li> <li>The university/college and students' union encourage independent businesses, departments, and societies on campus to meet FT Campus criteria</li> </ul>	<p>Sourcing standards apply to:</p> <ul style="list-style-type: none"> <li>purchasing under the direct control of the university/college, and students' union (if applicable)</li> <li>purchasing of companies working on the university/college/student unions' behalf (e.g. catering company)</li> </ul> <p>Sourcing standards do not apply to:</p> <ul style="list-style-type: none"> <li>businesses operating independently on campus</li> <li>non-centralized purchasing (e.g. individual departments, university clubs/societies)</li> </ul>
Visibility	<ul style="list-style-type: none"> <li>All locations selling FTC products have prominent signage indicating such.</li> <li>All locations selling FTC products will have ancillary information about Fair Trade</li> <li>A page on the university/college website explicitly indicates the university is a Fair Trade Campus and contains information about Fair Trade</li> <li>Campus administration participates (at least) annually in a public celebration of its Fair Trade Campus status</li> </ul>	<p>Where this prominent signage is not possible, there must be at least some indication of FT availability.</p> <p>Webpage and celebration standards apply post designation.</p>
Committee	<ul style="list-style-type: none"> <li>A FT Campus committee is struck by the university/college President, Board or Senate</li> </ul>	<p>The committee shall be responsible for:</p> <ul style="list-style-type: none"> <li>monitoring continued compliance with FT Campus standards,</li> <li>setting annual goals and measuring performance,</li> <li>reporting to TransFair Canada</li> </ul> <p>The committee must have <i>at least</i>:</p> <ul style="list-style-type: none"> <li>1 top-level university/college VP or their designate,</li> <li>1 purchasing or retail manager from the university/college (and one (1) from the students' union, if applicable),</li> <li>1 member of faculty, and</li> <li>1 student representative</li> </ul>



# Student Infrastructure Fee Terms of Reference

## 1. Purpose

In March of 2003 a referendum was held which empowered the University of Saskatchewan Students' Union (USSU) to begin collecting a Student Infrastructure Fee. The purpose of this fee is to ensure that the USSU is able to expand and maintain its facilities in a sustainable manner. In the fall of 2007 the fee was increased to enable construction of new space, contiguous with the current Place Riel Student Centre Building, and to renovate the existing building. Students have made a thirty-year commitment to collect an infrastructure fee per student per term to service a debt of 18.3 million dollars for renovation and expansion. However, it is recommended that the fee be permanent in order to provide continual contributions to a building reserve fund.

The funds collected through the Student Infrastructure Fee are to be maintained within a separate trust fund (Student Infrastructure Fund) managed by the USSU on behalf of past, current and future students. The fund is to be governed by the USSU's financial policies and practices.

The USSU will invest any Infrastructure Fee surplus until a fund of \$750,000.00 is achieved while simultaneously recognizing that portions of the reserve may be used for regular capital expenditures to maintain the integrity of the Memorial Union Building and Place Riel. Once a fund of \$750,000.00 is achieved any further surpluses will be allocated as follows: CPI portion of the fee to the reserve fund; the remainder to paying down the thirty-year debt.

## 2. Expenditures

The Student Infrastructure Fee and the Student Infrastructure Fund are to be used for planning and design, capital purchases, renovations, and building construction relating to USSU facilities only.

## 3. Release of Funds

In normal circumstances and in order to release funds from the Student Infrastructure Fund, a motion must be made to this effect by USC at least one week prior to voting at a regular council meeting **if this request is made outside the normal yearly budgeting process and is not covered by the Expenditure of Money Policy.**

## 4. Release of Funds for the 2009-2011 Renovation

The 2009-2011 renovation of the Place Riel Student Centre will be financed from outside the USSU and accounted through the University of Saskatchewan's Facilities Management Division. Financial management of the project will be a joint venture between the USSU, FMD and the project manager, as appointed by Saunders Evans Architects. KPMG will audit. The complexities of the project require obtaining permission from University Students' Council to proceed on a project basis rather than on the basis of each \$1000.00 expenditure. Thus, for the purposes of the renovation and expansion, Article 3 is suspended.

**5. Amendment of Terms**

The authority to amend the terms of reference for the Student Infrastructure Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Operations and Finance Board. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

Contact Information: President 966-6965			
Policy Authority: University Students' Council			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Created/Adopted	USC	04/03/03	USC247
Amended	USC	03/13/08	USC155

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>				
Anderson, Alyssa	P	P	P	P	P				
Anderson, Faye	P	P	P	P					
Bozek, Jennifer	P	P	P	P	P				
Brown, Jared	P	R	P	P	P				
Clark, Jessalyn	P	P	P	P	P				
Darker, Autumn	P	P	P	P	P				
Ferwerda, Alex	P	P	P	P	P				
Fineday, Max	NYA	NYA	NYA	NYA	P				
Froh, Kelsey	P	P	P	P	P				
Gartner, Adam	P	P	P	P	P				
Goudreau, Rylan	R	P	P	P	P				
Hitchings, Scott	R	P	P	P	P				
Konkin, David	P	P	P	P	P				
Lucas, Annie	R	P	P	P	P				
Moellenbeck, Jenna	P	P	P	P	P				
Nystuen, Reid	P	P	P	P	P				
Paton, Gillian	R	P							
Sinclair, Baylie	P	P	P	P	P				
Steele, Desiree	R	P	P	P	R				
Stenerson, Adam	P	P	P	P	P				
Stevens, Michael	P	P	P	P	P				
Thompson, Leon	P	P	P	P	P				
Topola, Kelsey	P	P	P	P	P				
Tyler, Lesley	R	P	P	P	P				
Zimmer, Noel	P	R	P	P	P				

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday February 2, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Amanda Smytaniuk – Student Care**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – January 26, 2012**
  - 4.2 Executive Committee Minutes – January 30, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report – January 26, 2012**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – January 30, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Position on Childcare Centre**
  - 6.2 Campus Legal Services**
- 7. New Business**
  - 7.1 Student Care Fee 2012/2013**
  - 7.2 USSU Student Fee 2012/2013**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday January 26, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Lesley Tyler, Nursing  
Annie Lucas, Nursing  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Jared Brown, ISC  
Kelsey Froh, ESB  
Rylan Goudreau, Education  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM

## Also Present

James Pepler, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Adam Stenerson, Dentistry  
Noel Zimmer, Engineering  
Adam Gartner, Engineering

## Absent

## Guests

Pauline Melis  
Steven Heidel  
Daniel Arnox – Arts & Science  
Nolan Waldner – Arts & Science  
Becky Zimmer – Arts & Science  
Marylou Mintram - ISC  
Daryl Hofmann – The Sheaf

Meeting was called to order at 6:10 pm.

## 1. Agenda

Move to add 3.1 Pauline Melis and 7.3 Update from the SGM Ad Hoc Committee

**USCMotion111:** President Hitchings/VP Nystuen **Carried**

Move to strike out 7.1 Student Care Fee 2012/2013 as it will be tabled for next week.

**USCMotion112:** VP Nystuen/Councilor Brown **Carried**

Move to adopt the agenda as amended.

**USCMotion113:** Councilor Brown/Councilor Thompson **Carried**

## 2. **Introductions and Announcements**

President Hitchings introduced Pauline Melis, the Assistant Provost - Institutional Planning and Assessment.

Councilor Brown introduced Marylou Mintram of ISC.

Councilor Thompson announced that Councilor Gartner and Councilor Zimmer would not be in attendance as Engineering has their AGM.

Councilor Moellenbeck introduced Becky Zimmer and Steven Heidel.

VP Topola introduced James Pepler.

## 3. **Council Address**

### **3.1 Pauline Melis**

Move to go into informality.

**USCMotion114:** President Hitchings/Councilor Brown

**Carried**

Pauline Melis commented how great it was to be at Council in the new Chambers and congratulated Council on the new facility. Ms. Melis introduced herself as the Assistant Provost for Institutional Planning and Assessment. She would like to address Council on the development of the Third Integrated Plan. Institutional Planning and Assessment has put out a number of surveys to students and has recently released a report called Accessibility and Affordability.

Ms. Melis noted the University Plans and Four Year Cycles is a particular special moment in our history and the draft plan has just been produced, which is on the University website. Her team is working towards approval from University Council and the Board of Governors on March 1<sup>st</sup> and 6<sup>th</sup>. Student input into the plan to date has been through a variety of mechanisms. The most important surveys were put together in a synthesis of opinions of students over the last four years. The student opinion has carried a pile of weight in the development of this plan. Students were invited to the community planning event where it was identified the four areas of focus. The plan can be found on the University website and everyone is encouraged to leave comments.

The Third Integrated Plan focuses on four areas: Knowledge Creation, Aboriginal Engagement, Culture and Community, and Innovation in Academic Programs and Services. There are a number of elements in this plan that are really important for students, these include for example, innovation and programs; students are always voicing their opinions on their need for experiential and hands-on learning. Simplification of rules is another important and key element. There is also a whole section on student creativity and innovation, which is really driven by the student's interest in doing things that are outside of the classroom that could maybe count for credit. In 2008, the USSU did submit a plan,

which identified childcare as an extremely important priority, which has been written into the integrated plan as well.

This particular plan is important to students because it will be where the University is going to be putting its resources over the next four years. In the next four years, the integrated plan will be used to shape and plan and build a University of Saskatchewan that we can all be proud of, specifically in the four areas, which touch upon some of the most critical elements in our society today.

GM Cottrell commented that she had the pleasure of being involved in the first session of the Third Integrated Plan over in the Health Sciences Building and is interested to see the results of all the work that has been done there. GM Cottrell asked if there were any implications around potential clashes between the integrated plan and the new President taking office on July 1<sup>st</sup>. Ms. Melis commented that this question comes up quite frequently and people are curious about why a plan would be set when there is a question mark as to what the direction will be of the new president. Planning is a process and couldn't be put on hold while a new president was appointed. Plans reflect a moment in time where with new information and new things, we might be moving in a different direction, but for now this is what we think we can accomplish given what we know today. On the whole, there is a tremendous degree of alignment between the new President's vision of the University of Saskatchewan and our current vision.

Councilor Brown asked when the four-week window was in regards to gaining student opinions. Ms. Melis commented the plan was put on the web January 9<sup>th</sup> and would like all comments in by February 17<sup>th</sup>.

Move to go back into formality.

**USCMotion115:** Councilor Brown/Councilor Thompson

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – January 19, 2012**

##### **4.2 Executive Committee Minutes – January 23, 2012**

##### **4.8 Budget and Finance Committee Minutes – January 23, 2012**

VP Nystuen noted the breakdown in sponsorship funds under 2.2 should be \$300 of funds and \$200 of USSU credit.

##### **4.10 Sustainability Committee Minutes – January 20, 2012**

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion116:** VP Nystuen/Councilor Goudreau

**Carried**

**6. Business**

**6.1 Peer to Peer**

VP Ferwerda commented that some Councilors have signed up for Peer to Peer and it will be left open for another week in case more people would like to put their name down. After that, a process will be set up for it.

**6.2 Campus Legal Services**

VP Ferwerda noted this idea was brought up last week for Councilors to discuss and think about.

VP Nystuen commented that there should be some discussion on this topic and asked what the scope of the feasibility study would be; who would be doing it, what factors are they looking at, when do we expect to see this back at Council, etc.

VP Ferwerda commented that he believed it would be mostly GM Cottrell and him doing the study and whether or not it would be something the students could be influenced by. The motion is to just get it moving formally. The date would be pending.

VP Nystuen asked for the date because Council would have to decide whether it was something to financially invest in. There are two weeks where no meetings will be held in February because of the SGM and Reading Week. Immediately after the break, the budget is developed so if this does have financial implications, those putting the budget together would like to know if there was going to be a major cost to this.

VP Ferwerda commented it would come back to Council on March 1<sup>st</sup>.

Move to give GM Cottrell speaking rights.

**USCMotion117:** VP Topola/Councilor Steele

**Carried**

GM Cottrell commented that March 1<sup>st</sup> is after Budget and proposed that the report be submitted within two weeks, February 9<sup>th</sup>.

Councilor Steele asked if the study would be done by February 9<sup>th</sup>. VP Ferwerda commented that yes, it would be done in time.

Move to add a friendly amendment to the motion to add the date, February 9<sup>th</sup>.

**USCMotion118:** VP Nystuen/Councilor Froh

**Carried**

Move to develop a feasibility study with Administration and VP Ferwerda for Campus Legal Services. The report will be submitted to Council on February 9, 2012.

**USCMotion119:** VP Ferwerda/Councilor Konkin

**Carried**

### 6.3 Infrastructure Fee Policy

VP Nystuen noted a typing error in the Infrastructure Fee Policy.

Move to add a friendly amendment to add a zero (0) to the first \$75,000.00 listed to make it \$750,000.00.

**USCMotion120:** VP Nystuen/President Hitchings **Carried**

Move to approve the Infrastructure Fee Policy revisions.

**USCMotion121:** VP Nystuen/President Hitchings **Carried**

## 7. New Business

### 7.1 Position on Childcare Centres

VP Nystuen commented that this is another topic that Council has seen a number of times. The Executive came up with a position for the Union, Council ratified it and last week AVP Dr. David Hannah came in to present to Council what the University's plan would be. Dr. Hannah was asking for support from the student body, which Council represents, for the University's position to institute a fee from students for a period of time to fund the creation of a new Childcare Centre. This will be discussed and voted on next meeting.

Councilor Goudreau noted that this was discussed at the Education Students' Society meeting and a question that a lot of people had were over the statistics of how many students/faculty/staff have kids and need this service.

Chair Pepler noted that a study had been done last year. The study showed that we could potentially fill about 800 spaces on campus. The demand was the highest among graduate students. Chair Pepler noted he could bring the information if required with the breakdown.

Councilor Clark noted that her Council also talked about their concern that if students were paying more, that there would be more spaces promised for undergraduate students. There was no definite answer as to how many more spaces would be added for undergrads specifically. The ITEP representative spoke to the fact that he would like to see more spots open for First Nations students on campus. More solid numbers would make the Education Students' Society more supportive of the fee.

Chair Pepler commented that Dr. Hannah noted that **at least** 50% would be for undergraduate students. As Pauline Melis mentioned, one of the four institutional positions is Aboriginal engagement. Chair Pepler commented that he sits on the Childcare subcommittee and noted that this is the top item. Undergraduate students and Aboriginal parents are on the top of the list.

GM Cottrell asked Chair Pepler to clarify as to whether he is talking about all the childcare spots or just the new proposed spots. Chair Pepler noted that he is talking about all the spots, except the USSU Childcare Centre. This is a potential renovation to the existing spot and a new build; there is a lot more ability to tweak. The USSU Childcare Centre will not be touched and is running well.

Councilor Clark noted that specifically in the College of Education, the question was brought up as to precisely how many spaces in the College of Education will open up for undergraduate students. Chair Pepler noted that numbers and allocations are still being discussed. The schematic designs are being worked out and are hazy on where the numbers are going to go.

Member Mintram noted that there is a long waiting list for childcare on campus. She asked if priority would be for existing members on that list and for Aboriginal students. Chair Pepler noted that this is a very new system and they know there is a need. Programming has not been talked about yet at this time and how self-identification would work.

President Hitchings commented that all the concerns being discussed are things that the USSU will be fighting for.

Councilor Darker noted that the Agriculture Students' Association was also wondering if it was possible to raise the amount of spots for students. Chair Pepler commented that at least 50% is all he can say right now. He explained that what is happening right now is a medium to short-term plan.

Member Arnoux commented that it's a great idea to save the seed barn but has concerns over moving and renovating it in terms of cost and time. He asked if there would be more childcare spots available sooner if they didn't involve incorporating the barn in the design. Chair Pepler commented the seed barn is currently undergoing a feasibility study. Regardless if the barn is used or not for the childcare centre, something will have to be done with it.

VP Ferwerda commented that with the different ideas and concerns can be funneled through the USSU to the childcare centre steering committee meetings.

## **7.2 Update from the SGM Ad Hoc Committee**

President Hitchings commented that typically when a committee meets and comes out with its findings, it's the Chair of the committee that explains them. However, in this case, the committee wanted to give Councilor Konkin the opportunity.

Councilor Konkin commented that after many hours of discussion the committee came to a proposition to which it gave unanimous support. It is a series of proposed amendments, which would incorporate the ones the Executive brought forward at the AGM and while adding some other language in other areas to take care of the concerns of International Students and Indigenous Students.

Councilor Konkin commented that the first change was to add in the definition of Constituency, which requires members of Council to go back to the people who elect them. In the case of International and Indigenous Students, it is specified which those groups will be, which are the International Students' Association and the Indigenous Students' Council.

The second change was to change Indigenous Students' Council and International Students' Association to Indigenous Students and International Students, defining who they are based on the census numbers from the University. That gives them access to two Councilors on Council each.

“Student Society” would be changed to “College” because it was a definition that didn't make any sense before. This separates the Colleges from the groups.

As it is written in the Bylaw, Councilors have to consult back to their constituents and specifically in this case the Indigenous and International Councilors have to liaise with those specific groups. If they are not doing so, they are in violation of the Bylaw and can be removed from Council.

Councilor Clark asked if this means that Councilors always have to go back to their Societies now and for a clarification on how the Indigenous and International Students get two Councilors now. President Hitchings commented that no, it just means there must be some sort of liaison between Councilors and their student societies. This is to ensure that we don't get somebody elected who never talks to any other students in their college or group. The amendment is the same as the one put forward at the AGM in the fall.

Councilor Konkin noted that because the wording for Indigenous and International Students is now different, it means that it is now the census numbers that count and each have more than 1,000 members each and thus giving them each two Councilors.

Councilor Brown asked for capitalization on the word Aboriginal.

Member Waldner asked why the committee chose to strikeout subsection 4. President Hitchings commented that it was all put into subsection 3.

Councilor Goudreau asked for clarification on Section 4 subsection 4 C. President Hitchings noted that in the current Bylaw, had the amendment passed at the AGM, Residence would have been struck from the Bylaw completely. There has been no Resident Association to speak of for the past few years. However, between the AGM and now, there is somebody from residence who wants to run so there is no need to get rid of the position and would then fall under the same category as International and Indigenous students as it is not a college, but a group of students.

Member Heidel asked if that included all the residences, including graduate student residences. President Hitchings commented it would only include the undergraduate ones.

President Hitchings commented that one of the big complications that was written in the Constitutional Crisis memorandum that was sent out was that there has been an election held for the second Indigenous Student and the two International Student positions. Since this is the amendment going forward to the SGM and will hopefully be passed, then the question would be whether or not a fresh election would need to be held for those positions

or if those elections held are still valid. President Hitchings is not sure whether this is a decision Council makes or the USSU lawyer would have to make. In his opinion, they were elected and they should then therefore become Councilors as soon as these changes are made at the SGM.

VP Nystuen added that it might be the Elections Committee that might determine those results.

Move to have the amendment moved to Business so it can be voted on.

**USCMotion122:** President Hitchings/Councilor Konkin **Carried**  
*Brought forward into Business by a two-thirds vote.*

Move to have Council's support for the proposed amendment from the Ad Hoc Committee going to the SGM.

**USCMotion123:** President Hitchings/Councilor Thompson **Carried**

## **8. Questions and Comments**

VP Topola commented that Teaching Excellence Award nominations are open and to spread the word. Nomination forms were available at the meeting for Councilors to nominate their professors.

Councilor Konkin noted that STMSU is holding a pub on Friday January 27 from 1 p.m. to 5 p.m. and encouraged Councilors to stop by for cheap drinks and food.

Councilor Clark commented students in Education are in their schools teaching on Friday.

Councilor Bozek noted that her students' society started doing free breakfast once a month to boost moral. There is also a plan to start selling pizza to pay for the free breakfasts. Councilor Bozek wondered what other societies do to boost moral and if there are any other ideas. VP Nystuen commented that Engineering has a very robust offering of food for lunches each week and is very successful. Councilor Brown commented that ISC has been trying to plan sweats for students and he has personally put together a hockey team with Aboriginal students to build a social group in a sense. Councilor Darker commented that her association does pizza days once a week and is very successful.

President Hitchings asked Councilor Bozek when the free breakfasts are and if they are only for Kinesiology students. Councilor Bozek commented that it has been first come first serve basis. The breakfasts are held in the Kinesiology lounge, which is only for Kin students. Sorry Scott!

## **9. Other Business**

President Hitchings announced a Council Social in celebration of the Ad Hoc Committee coming to a consensus on the amendment. At the suggestion of VP Nystuen, President Hitchings asked how many Councilors would be able to attend. Many Councilors put up their hands for attending. Councilor Steele asked how long the Social would be on.

President Hitchings commented that the Social will be held until Louis' closes.

Councilor Brown acknowledged everyone who was on the Ad Hoc Committee for their hard work and passion for the long debates and he hopes nothing was taken personal. In the spirit of gift giving, some gifts were provided to those on the Committee and symbolize a healthy respect for each other and the ability to understand each other.

**10. Adjournment**

Move to adjourn.

**USCMotion123:** VP Nystuen/Councilor Stevens

**Carried**

# Executive Committee

Minutes for Monday January 30, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:45 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Executive Photo Shoot
- Executive Meeting re: SGM amendment
- Class
- Executive Meeting
- Class
- Fee Appeal Meeting
- Meeting with Student Group
- Meeting of the SGM Amendment Ad-Hoc Committee
- Class
- Sustainability Learning Community
- Class
- Meeting of the SGM Amendment Ad-Hoc Committee
- USC
- Meeting with Communications & Services Manager
- Class

**VP Topola**

- Met with PALS @ ULC
- Attended class
- Discussed Bylaw amendments with Exec
- Attended Executive Committee meeting
- Executive photo shoot
- Organized TEA nominations in the tunnel
- Attended Learning Communities appreciation reception
- Met with the "Group of Eight"
- Volunteered at Pride Centre

- Attended monthly staff meeting
- Prepared for and chaired Academic Affairs Committee meeting
- Attended classroom recording subcommittee
- Attended USC
- Attended USC social
- Attended Advertising Council meeting
- Researched an essay

### **VP Nystuen**

- Exec meeting
- Exec meeting about SGM amendments
- Held Budget and Finance Committee meeting
- Read meeting package for Review of AVP Research- Health
- Attend Review of AVP Research- Health meeting
- Governance practices and fraud protection seminar
- Exec Photo shoot
- SGM ad hoc committee meetings (x2)
- Meeting with Jean-Emmanuel Bouchard from Coopsco about student co-ops
- USSU Staff meeting
- Write Blog
- Type BFC meeting minutes
- Prepare BFC meeting minutes for next week
- Regular Finance commitments (cheque signing, document signing, financial accountabilities)
- University Students Council
- Class
- EDO

### **VP Ferwerda**

- Meeting with student (Barcraft)
- Photo Shoot
- SGM Bylaw Meeting
- Budget Fin Meeting
- Executive Meeting
- EWB Meeting
- Green Legal Meeting
- Radioshow
- Ad Hoc Committee Meeting
- Class
- Meeting for We Are Treaty People Week
- Staff Meeting
- Sustainability Learning Community

- Ad Hoc Meeting
- World Water Day Planning Meeting
- Sustainability Policy Research

#### 4. **Business**

##### 4.1 Student Senate

GM Cottrell noted that there may be an issue with Student Senate as the policy was revoked because of the difficulty finding people to run.

President Hitchings commented that there may not be a policy for it, but it is in the Bylaw under standing committees and senators will be appointed from USC. This fulfills the requirements under the University of Saskatchewan Act (1995)

##### 4.2 Relay for Life Sponsorship

**Move to sponsor Relay for Life in the tunnel for \$25 a day for three days.**

**EXECMotion086:** VP Nystuen/VP Ferwerda

**Carried**

##### 4.3 Good Food

VP Ferwerda is still working out the kinks.

##### 4.4 GSA UPASS

VP Nystuen was contacted by a member of the GSA who wanted to know if there was a way to include Grad Students on the UPASS. Unfortunately there is no way of including them and the UPASS is only for undergraduate students.

##### 4.5 Peter Cornish

GM Cottrell recently had a conversation with SESD in regards to a student who had complaints against the USSU. Peter Cornish, Director of Support Services, would like to set up a meet with the Executive to discuss how to deal with students who become combative. The Executive agrees this is a good idea. GM Cottrell will set up a meeting.

##### 4.6 Campus Safety Sponsorship

GM Cottrell asked the Executive to sponsor a Campus Safety awareness booth, which would be set up in the North Concourse in early February. Rental for the North Concourse is \$50/hr and Campus Safety is looking for a \$400 sponsorship. Many of the Executive had strong and mixed feelings for the sponsorship. Executive have decided not to sponsor Campus Safety as they should be able to pay the \$400 themselves. VP Nystuen thinks that many the rental fee should be re-evaluated at some point to

better accommodate students and other groups looking to book the North Concourse.

#### 4.7 MSC Elections

The question as to whether the Indigenous and International MSCs who were elected would have to be re-elected via another election. It was noted that these MSCs were elected under a Bylaw that didn't exist and thus will not be able to sit on Council. A call to the USSU lawyer will be made to be absolutely sure.

#### 4.8 Campus Legal Services

GM Cottrell has finished the feasibility report for Campus Legal Services and is ready for Council to see. VP Ferwerda commented that he would like more time to go over the report before it goes to Council in order to see if funding sources can be found. Other members of the Executive did not believe that sending it to USC now should impede VP Ferwerda's ability to have funding discussions with outside sources.

**Move to have the CLS report presented to Council on February 2, 2012.**

**EXECMotion086:** VP Nystuen/VP Topola

**Carried**

#### 4.9 SGM Chair

Executive discussed possible Chairs for the SGM. James Pepler will be contacted and asked to Chair the meeting.

### **5. Adjournment**

Meeting was adjourned at 3:30 p.m.

Academic Affairs Committee Agenda  
Thursday January 26, 2012  
7:30- 8:20 am Browsers

Present: Kelsey Topola, Mandy Elash, Alex Werenka, Dylan Knowles, Scott Adams,  
Jennifer Bozek, Jenna Moellenbeck, Desiree Steele  
Absent: Alex Ferwerda

1. **Call to Order**

The meeting was called to order at 7:32 am

2. **Adoption of the Agenda**

VP Topola asked for a motion to adopt the agenda Carried

**AAB Motion05** Werenka/Bozek

3. **Business**

**3.1 Letter Writing Policy**

VP Topola asked for input on the Letter Writing Policy that was sent out earlier in the week.

Member Knowles expressed concern that having a template letter as stated in the policy would be too restricting and “cookie cutter.”

Councilor Steele thought that the policy should be more about setting out guidelines for not making serious errors when writing letters of support.

VP Topola suggested to make the policy align better with these concerns that section 3 a) should be removed from the policy.

Councilor Bozek suggested adding the word “potential” before misinformation to provide more clarity.

There was a unanimous feeling throughout the group that the title should be changed as well to provide further clarity with regards to what the policy deal with.

**3.2 TEA Surveys**

VP Topola reminded everyone that TEA nominations are going on and that a list of surveys will soon need to be signed up for. This take will be undertaken at the next meeting.

Further on TEA nominations, VP Topola stated that they will be travelling across campus from January 31- February 2 (in the Health Sciences, Education and Kinesiology buildings respectively) and she would send around a schedule in case anyone wanted to sign up to collect TEA nominations from any of these colleges.

Member Knowles suggested that in the future a change be made to the look of TEA advertising as it is beginning to get old.

Councilor Bozek suggested more advertising in the PAC as well as maybe PAWS advertisements/ announcements.

**3.3 SGM**

VP Topola stated that there would be a Special General Meeting on February 8<sup>th</sup> and that all committee members should make an effort to attend. VP

Topola stated she would circulate all necessary information about the SGM to committee members.

**3.4 Next Meeting**

The committee agreed that the next meeting time would be Thursday February 9 at 7:30 am in Browsers.

**4. Questions and Comments**

There were no questions or comments

**5. Adjournment**

VP Topola asked for a motion to adjourn the meeting,

**AAB Motion06** Bozek/Werenka

Carried

# Budget & Finance Committee Minutes

## January 30, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood

Regrets: Noel Zimmer

Also Present: Caroline Cottrell

### 1. Call to Order

The meeting was called to order at 1:00pm.

Move to adopt the agenda.

**BFC Motion68 Froh/Konkin**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 Malaysian Student Association (MASA) made a funding request presentation to the Committee for the Carnival of Solidarity event.

3.2 Omega Xi made a presentation to the committee about their group for purposes of ratification.

### 4. Business

#### A. Ratifications

1.1 Economic Student Society

1.2 Computer Science Students Society

1.3 U of S Animanga

Moved to ratify the listed groups.

**BFC Motion69 Wood/Heidel**

**Carried**

1.4 Omega Xi

Move to ratify Omega Xi on the condition that they change their constitution to be gender inclusive.

**BFC Motion70 Nystuen/Ferwerda**

**Carried**

#### B. Funding Requests

2.1 Malaysian Student Association (MASA)

Move to approve sponsorship of \$1,000 USSU credit for the Carnival of Solidarity event to be held at Louis'.

**BFC Motion71 Moellenbeck/Konkin**

**Carried**

#### C. Student Fees

There was much discussion around setting Student Fees for the 2012/2013 academic year. Below is a chart that illustrates what has been proposed for the 2012/2013 academic year.

## Fees for Full Time Students

Name of Fee	2011-12 Fee	Amount to Increase	2012-13 Fee
Students' Union Fee	\$65.06	@5% = \$3.253	\$68.31
Infrastructure	\$106.04	@5% = \$5.302	\$111.34
UPASS	\$71.93/term	@2.2% = \$1.439	\$73.37/term
Health and Dental	\$238.42	Unknown	Unknown

It was decided to be prudent and error on the safe side of caution and to agree to the proposal.

Move to increase the Students' Union Fee 5%, Infrastructure Fee 5% and the UPASS at the level of CPI in Saskatoon which is 2.2%.

**BFC Motion72 Nystuen/Konkin**

**Carried**

**5. New Business**

No New Business.

**6. Questions & Comments**

VP Nystuen reminded the committee that Financial Accountabilities for the month of December will be held Thursday, February 2 at 2:30pm in the Student Council Chambers and all committee members are welcome to attend.

The committee would also like to wish member Steven Heidel a happy birthday.

**7. Adjournment**

Move to adjourn.

**BFC Motion73 Nystuen/Froh**

**Carried**

Meeting was adjourned at 2:21pm.

**Campus Legal Services Feasibility Report**  
**Prepared for University Students' Council**  
by Caroline Cottrell  
January 2012

**Preamble:** Since twenty or so years ago, the USSU has been peripherally involved in providing some legal services for students at the University of Saskatchewan. Initially this was a little bit of pro bono work done on occasion by the USSU lawyers, Greg Walen and Barry Singer. Over time, however, it morphed into the USSU assisting a student-staffed ratified group, Campus Legal Services, by providing a telephone, the use of some unoccupied office space in the MUB on occasion, and appointment tracking through our reception desk. In total, the USSU provided \$1500.00 a year as an operating grant to Campus Legal Services.

However, during the renovation of the Law Building, Campus Legal Services ceased to function and although we have kept the grant on our books, it has not been paid out for the past four years. In the interim a new organization, Community Legal Assistance Services for Saskatoon Inner City (CLASSIC) has emerged. According to their website *CLASSIC is a non-profit and charitable organization which provides free, professional and confidential legal services for low-income members of our community who cannot otherwise afford legal advice or representation. CLASSIC works with other community organizations through mutual referrals to best resolve clients' legal and non-legal issues.* (<http://classiclaw.ca>) CLASSIC's original intent was twofold - to deal primarily with inner-city and Aboriginal clients and to provide law students with experiential learning as posited in their mission statement which reads as follows: *The purpose of CLASSIC is to provide legal assistance to low-income, historically disadvantaged Saskatchewan residents (with particular attention to the needs of Aboriginal peoples) through a legal clinic that meets the needs of the community. This provides students with clinical experience, new insights into the social reality of law, and also fosters ethic of social justice and cultural understanding.* However, although they have indicated their preference for Campus Legal Services to reconstitute and deal with students thereby freeing CLASSIC's time, according to the President of the Law Society, CLASSIC cannot legitimately discriminate against low-income students in part at least because the Law Foundation, the University of Saskatchewan and the College of Law fund them in significant amounts.

On January 11<sup>th</sup>, President Hitchings, VP Ferwerda and I met with Professor Glen Luther from the College of Law, the Executive Director of CLASSIC, Dorian Brady, and several law students involved in CLASSIC or the now-defunct Campus Legal Services. The intent was to see if there was any way to revive Campus Legal Services and what role would be an appropriate one for the USSU. It very rapidly became clear that the old model of law students providing legal information was no longer viable, if for no other reason than issues of liability. On that note, VP Ferwerda decided to take the matter to USC to seek approval for a feasibility study to determine whether or not this was a

service the USSU could provide. A motion requesting feasibility information was passed and this report is the result.

**Legal Implications:** I began this study with a call to the President of the Law Society who, incidentally, happens to be the USSU primary lawyer, Greg Walen. He provided me with the background noted above and with the following information. For liability reasons, the USSU would need to retain the services of a lawyer who has been called to the bar to act as a supervisor for Campus Legal Services. Mr. Walen **strongly** cautioned against becoming involved in any way without this safeguard, noting that a supervising lawyer would carry the requisite liability insurance. Mr. Walen further noted that any students involved in such a venture would be able to provide legal information only – not advice of any kind. Advice could only come from the supervising lawyer.

**Financial Implications:** Because of the need to retain a fully-qualified supervising lawyer, I inquired about typical legal fees and asked whether or not these were regulated by the Law Society. Apparently they are not and lawyers can charge whatever the market will bear. Mr. Walen suggested that a lawyer, three or four years beyond graduation, would likely charge in the neighbourhood of \$200.00 to \$225.00 an hour. However, it is possible to hire someone on retainer for roughly \$50,000.00 a year on a half time basis or \$25,000.00 a year quarter time, providing this individual was willing to act in a supervisory capacity for law students for that fee while simultaneously providing legal advice for student clients.

In addition to salary costs, the USSU would need to account for other expenses which are broken out below.

Legal Advisor @ one quarter time	25,000.00
Telephone	760.00
Office and General	300.00
Repairs and Maintenance (based on square footage occupancy costs)	560.00
Computer	2000.00
Computer Maintenance (based on total # of computers per year)	1500.00
Janitorial (based on square footage occupancy costs)	2000.00
Depreciation	600.00
Utilities	1200.00
Secretarial Support (based on % of salary + benefits)	4400.00
Total	38,320.00

In its last year of operation, Campus Legal Services dealt with 25 students. This would amount to a charge to the USSU of \$1532.80 per student. However, it is entirely possible

that numbers of students seeking legal assistance would rise if the USSU had a lawyer on staff with Campus Legal Services.

**Other Implications and Information:**

1. The vast majority of the cases historically seen by Campus Legal Services had to do with residential tenancy issues. PLEA (Public Legal Education Association) and the Rentalsman, as well as CLASSIC, already provide tenancy information.
2. Professor Glen Luther suggested that Campus Legal Services would be able to offer advocacy for other forms of student grievances – both academic and non-academic. Presently, we provide support for academic grievances through the office of the Vice-President Academic and the Confidential Student Support Officer. In the case of non-academic grievances, Executive members sit on the committee that hears these cases and thus the possibility of conflict of interest is very strong.
3. Serious consideration must also be given to whether or not the USSU would be willing to support criminal or family law cases through Campus Legal Services. If the answer to this is yes, then the potential for long-term involvement with students facing criminal or familial issues is strong and we must be prepared to have the USSU de facto defending individuals charged with such offenses as sexual assault, drug violations, and theft, and any other criminal charges which may be levied against students, as well as getting involved in divorce and custody cases. If the answer is no, then the problem of duplication of services remains a concern as noted above in point #1.

**Conclusion:** One other issue needs to be explored and that is examining the role of the USSU. Our mission statement says that *The purpose of the Union is to represent, serve and support the academic and non-academic needs of undergraduate students of the University of Saskatchewan through accountable leadership and to protect and maintain the integrity of quality, accessible public education.* Providing Campus Legal Services could reasonably be subsumed under the words “serve” and “non-academic”. However, to do so begs the question of boundaries. The USSU simply does not have the resources to be all things to all students. If we provide legal services – and in doing so assist a handful of law students with their practical education – should we also be providing the same kind of services in the areas of medicine, veterinary medicine, dentistry, pharmacy, engineering and so on. What the USSU does for one group, it must be prepared to do for another.

Accordingly, USC must weigh a variety of ethical, logistical, financial and structural considerations before making a decision to proceed with a re-imagined Campus Legal Services. If USC chooses to proceed, and given the associated costs, it may be prudent to seek a dedicated fee in which case a referendum would be necessary under the terms of the Bylaw. Finally, if the USSU is going to provide this funding, some thought needs to be given to the name of the centre – Campus Legal Services? USSU Legal Services? or some other title – so that appropriate credit is given where it is due.



Following is a breakdown of the fee increases proposed for the 2012-13 academic year. We are asking for a 5% increase on USSU fees and on the Infrastructure fee, 3% must be granted on UPASS according to our contract with Saskatoon Transit. These additional sources of revenue are urgently needed – in the case of USSU fees to offset expenses from the increases in staff salaries (this is a Collective Agreement Year) and the on-going increases in utilities. It is important to keep in mind that the USSU received 4 of the 5% and that the university retains 1% as an administrative fee. Moreover, CPI is at just under 3% so this increase may not even keep the USSU even with last year.

The loan will continue to be covered without an Infrastructure Fee increase. However, the working principle is that each year of students will pay proportionally the same as the year before and that the USSU is in urgent need of replenishing its infrastructure reserve to avoid future, larger increases when the inevitable happens.

#### Fees for Full Time Students

Name of Fee	2011-12 Fee	Amount to Increase	2012-13 Fee
Students' Union Fee	\$65.06	@5% = \$3.253	\$68.31
Infrastructure	\$106.04	@5% = \$5.302	\$111.34
UPASS	\$71.93/term	@2.2% = \$1.439	\$73.37/term
Health and Dental	\$238.42	Unknown	Unknown

#### Fees for Part Time Students

Name of Fee	2011-12 Fee	Amount to Increase	2012-13 Fee
Students' Union Fee	\$32.53	@5% = \$1.626	\$34.15
Infrastructure	\$53.02	@5% = \$2.651	\$55.67
UPASS	\$71.93/term	@2.2% = \$1.439	\$73.37/term
Health and Dental*			

\*Health and Dental does not apply to students taking less than 9 credit units in Term One

Prepared by Caroline Cottrell  
January 17, 2012

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>				
Anderson, Alyssa	P	P	P	P	P	P				
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P				
Brown, Jared	P	R	P	P	P	P				
Clark, Jessalyn	P	P	P	P	P	P				
Darker, Autumn	P	P	P	P	P	P				
Ferwerda, Alex	P	P	P	P	P	P				
Fineday, Max	NYA	NYA	NYA	NYA	P	P				
Froh, Kelsey	P	P	P	P	P	P				
Gartner, Adam	P	P	P	P	P	R				
Goudreau, Rylan	R	P	P	P	P	P				
Hitchings, Scott	R	P	P	P	P	P				
Konkin, David	P	P	P	P	P	P				
Lucas, Annie	R	P	P	P	P	P				
Moellenbeck, Jenna	P	P	P	P	P	P				
Nystuen, Reid	P	P	P	P	P	P				
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P				
Steele, Desiree	R	P	P	P		P				
Stenerson, Adam	P	P	P	P	P	R				
Stevens, Michael	P	P	P	P	P	P				
Thompson, Leon	P	P	P	P	P	P				
Topola, Kelsey	P	P	P	P	P	P				
Tyler, Lesley	R	P	P	P	P	P				
Zimmer, Noel	P	R	P	P	P	R				

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday February 9, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Peter MacKinnon**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – February 2, 2012**
  - 4.2 Executive Committee Minutes – February 6, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – February 6, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Student Care Fee 2012/2013**
  - 6.2 USSU Student Fee 2012/2013**
- 7. New Business**
  - 7.1 Summer U-Pass**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Councillor year end gifts**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday February 2, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Jared Brown, ISC  
Kelsey Froh, ESB  
Noel Zimmer, Engineering  
Jenna Moellenbeck, ESB  
Michael Stevens, Law  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Lesley Tyler, Nursing  
Rylan Goudreau, Education  
Adam Gartner, Engineering

## Absent

## Guests

James Pepler – Admin  
Nolan Waldner – Arts & Science  
Steven Heidel  
Amanda Smytaniuk – Student Care

Meeting was called to order at 6:02 pm.

## 1. Agenda

Move to adopt the agenda

**USCMotion124:** Councilor Brown/Councilor Moellenbeck

**Carried**

## 2. Introductions and Announcements

VP Ferwerda introduced Amanda Smytaniuk from Student Care, James Pepler, Steven Heidel, Daniel Arnox and Nolan Waldner.

### 3. Council Address

#### 3.1 Amanda Smytaniuk – Student Care

Move to go into informality.

**USCMotion125:** Councilor Thompson/VP Ferwerda

**Carried**

Amanda Smytaniuk commented that the renewal part of the year is starting at Student Care and that this is when they start to price out what the plan is going to be for the next year. One of the things that makes Student Health and Dental plans unique from, for example Employee health and dental plans, is that in those plans you are able to realize the claims from the entire year. Because we work in a University environment, the Board of Governors requires the fees earlier, which means estimates have to be done now as to what the price of the plan is going to be.

The very first step is setting the fee. There have been some changes within the University and they require the number a bit earlier. The fee decision is based on the claims made by students from September to December and it is a very small amount of claims. So what Student Care has done is projected conservatively, so a little bit higher than what is expected to allow for any sort of give throughout the year. Based on these claims, what is being projected for the next year is a 1% premium increase. There is a difference between the premium and the fee. The premium is what the insurance company charges for the health and dental plan; the fee is what is charged to students for the health and dental plan. There is always a discrepancy because the University charges a 1% Administration fee. In any given year the fee can either be higher or lower than the premium. This current year, the fee was set higher than the premium and then the difference between that was put away into a reserve fund that can then be used at a later date to offset the cost of the plan and to add benefits.

So where we are standing at presently, we are looking at a 1% premium increase, but that still keeps it below the current fee. The recommendation of Student Care at this point is to hold the fee steady and then make a decision about premium over the next couple of months.

Last year there was a 5% increase overall in dental claims. This year this saw a big increase in enrollment with about 600 new students added to the plan. Two years ago there was a benefit change to increase vision coverage.

Move to go back into formality.

**USCMotion126:** VP Topola/Councilor Froh

**Carried**

### 4. Minutes and Reports for Information

#### 4.1 University Students' Council Minutes – January 26, 2012

Councilor Konkin noted that there was an error in the date listed for the STMSU event as it

happened in January and not February.

#### **4.2 Executive Committee Minutes – January 30, 2012**

VP Nystuen noted a correction on item 4.2; the motion was to sponsor Relay for Life tables in the tunnel, not the North Concourse.

#### **4.3 Academic Affairs Committee Minutes – January 26, 2012**

#### **4.8 Budget and Finance Committee Minutes – January 30, 2012**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion127:** Councilor Brown/Councilor Konkin

**Carried**

### **6. Business**

#### **6.1 Position on Childcare Centre**

VP Ferwerda asked if Council was in favour of supporting a fee increase from the University for the Childcare Centre, which was a recommendation from the Executive. The question is how much money, between \$5 - \$10, for the year or the semester depending on where it is. And then also, again, the factors are how many spots we are getting for it based on the fact that the undergrads would be getting charged a fee for it for only a certain percentage of it.

Councilor Brown asked for clarification on the wording of “percentage of it”. VP Ferwerda commented it means the percentage of the childcare spots.

VP Nystuen clarified the University’s statement as to 50% of the spots covers 50% of all childcare spots at the end of this project, so it would include the 110 new spaces and also take into account the existing spots students hold at the USSU Daycare and possibly any on campus daycare.

Councilor Fineday asked if it was known how long it would take if the University charged \$5 for the daycare to be built verses charging \$10 and if there was any sort of timeline to work with. VP Ferwerda commented he wasn’t sure if there would be a direct effect on it and is something that would be determined by other factors. It would be reasonable to say that with a higher fee, the funding would reach the goal they are looking for, which is around 4 million dollars.

Councilor Steele asked if Council has the power to decide how much the Undergraduate fee should be or if it is across the board. VP Nystuen commented that in January a document was brought forward that outlined what the USSU was prepared to do as far as childcare and that we ourselves would not be instituting a fee but that if the University felt strongly enough the students should be paying for this, that they themselves should

institute the fee. So now the University has come to the independent conclusion themselves to charge a fee that would cover all students, undergraduate and graduate, for presumably the same amount and same duration of time.

Move to give James Pepler speaking rights.

**USCMotion128:** VP Nystuen/VP Ferwerda

**Carried**

James Pepler commented that presently *at least* 50% of spots will go to undergraduate students. That means we are looking to have in total at least 110 spots for students, both grad and undergrad. Pricing is still being figured out; spaces are one thing but affording spaces is the other. Charging different prices, a premium perhaps, for staff and faculty might subsidize student spaces. Mr. Pepler stressed that as of right now, at least 50% of all of the spaces will be for students.

Councilor Brown asked when the fee is imposed, will it be coming from the University or from the USSU. VP Nystuen commented that the USSU would not be imposing a fee on its members, as that requires a referendum to be held and passed. The U of S will be the one imposing the Student Services Fee, which will be increased by the amount that they decide.

President Hitchings asked James Pepler to clarify the number of available spots and that this fee would get the students 46 news spots. James Pepler commented yes. Dr. Dave Hannah is proposing this fee and the Board of Governors have to agree to it.

President Hitchings commented that it would be ideal to come forward with some kind of motion, but if Council doesn't feel comfortable with making it, this can be tabled for next Council meeting.

Councilor Konkin put forward a motion to approve an increase to the University Student Services Fee.

James Pepler noted that the fee hasn't been confirmed yet, so it may not fall into the \$5 - \$10 range and may fall under a different name. Therefore there might need to be an amendment to the proposed motion.

Councilor Konkin asked to change the proposed motion so that the USSU endorses a fee increase of \$5 - \$10 to go towards increasing childcare spaces.

VP Topola asked to amend the motion as to say that spaces are prorated between undergrads and grads based on how much they pay into the fee.

Councilor Brown asked for clarification as to what the prorated means. VP Topola noted that spots would be distributed to level of contribution. If undergrads put forward the most money for these spaces, then they would get the most spaces. Basically it is divvied up based on how much each group contributes.

Move to amend the motion so that spaces are prorated between undergrads and grads based

on how much they pay into the fee.

**USCMotion129:** VP Topola/President Hitchings

Carried

VP Topola commented that \$10 a year would yield \$165,000 to put towards childcare each year if we support this as a fee.

VP Ferwerda commented that if it's between \$5 - \$10 it opens it up and that way the University would have a little more wiggle room if that's what's necessary for the childcare centre to get filled more quickly.

President Hitchings commented the \$5 fee increase is what Dr. Dave Hannah came to the Executive with in the first place.

Member Waldner commented that the problem with the way the motion is worded right now is that if the fee isn't exactly \$5, then the USSU doesn't support it. He suggested rewording it to "up to \$5 per student per term".

VP Ferwerda noted that if the increase were \$5.50, then the USSU wouldn't support it if the amendment passes. Taking a stance on an exact number is problematic.

James Pepler noted that when the fee is finalized, it could come back to Council to get approval. Having a set number might be ok.

Move to amend the motion to change the \$5 - \$10 to just \$5 per term.

**USCMotion130:** VP Nystuen/Councilor Thompson

Carried

Councilor Konkin proposed to insert "student childcare spaces on campus" rather than a general term.

Councilor Moellenbeck noted that the need for childcare is ongoing and asked why there was a need to put a time cap on the fee. VP Nystuen noted that with this motion what is trying to be done is help the University achieve a goal on a project. If we trust them with student money to put towards a project we don't really have certainty on how that exactly will be spent. This motion is trying to support the students providing an equal amount to what is being contributed by the University and the Government.

Councilor Steele commented that it is a good idea to put a limit on the duration of the fee.

Move to amend the motion to add in a duration period of six years.

**USCMotion131:** VP Nystuen/Councilor Konkin

Carried

Move to approve the USSU endorses a student fee of \$5 per term for six years to go toward increasing student childcare spaces. Spaces will be prorated between undergrad students and grad students based on how much they pay into the fee.

**USCMotion132:** Councilor Konkin/Councilor Steele

Carried

## **6.2 Campus Legal Services**

VP Ferwerda commented that the report was released. It was discovered that it would most likely, without any additional funding from the University or other sources, cost a significant amount. That does not necessarily mean that in pursuing this we would end up fronting those costs. It may be that some relationships or coop between the College of Law or the University would be able to take on some of that while we supply administrative and a small operating budget to this operation. This was to pursue looking into what it would look like.

Councilor Konkin commented that based on the report he wasn't sure if there was a need to add another service to CLASSIC, which already exists. VP Ferwerda noted that a lot of students do not have access to CLASSIC or legal aid because of loans. With the proposed service, it would tie into the experiential learning that the University is looking for while providing a necessary service if marketed correctly and avoidance of liability issues.

VP Nystuen notes that Council should make a vote because the budget needs to be prepared soon and knowing whether or not we will need to account for nearly \$40,000 of costs towards this program will need to be determined. VP Nystuen commented that he personally does not think this is something that the USSU should be doing since CLASSIC already does this. He believes there is a better way for CLASSIC to bring their services to campus rather than the USSU trying to duplicate what they are already doing. The cost to them would be much more minimal. VP Nystuen commented that in his mind, this looks more like a USSU Legal Centre and for reasons of cost, he doesn't believe it is a good idea. He commented that on the point of experiential learning, he doesn't think that that is in the USSU's mandate to facilitate out of the classroom learning and pay for that for students. The opportunity for Law students already exists with CLASSIC.

VP Ferwerda commented that allowing for experiential learning wasn't the point. The point of it would be to look into determining whether this would be viable.

VP Ferwerda would like Council to determine whether this would be a viable service the USSU could either take on itself or form a partnership with the University or the College of Law.

Councilor Steele asked VP Ferwerda how many students are not able to access CLASSIC's services because of their students loans and if there was any other way for them to access pro bono services around that. VP Ferwerda commented that he doesn't have the answer but he will look into it.

VP Ferwerda would like to table the discussion for one week to let Councilors think about it.

VP Nystuen spoke against tabling the motion. He believes it has been talked about enough and a decision should be made. As far as student loans inhibiting students to go to CLASSIC, he is unsure about whether that would count as income alone that would count

towards someone's net worth. Many groups contribute to CLASSIC and he is not sure they would be able to discriminate against students based on student loans.

VP Topola commented that GM Cottrell handed her a document from USSU lawyer, Greg Walen, that says that CLASSIC can not legitimately discriminate against low income students, in part because the Law Foundation, the University of Saskatchewan and the College of Law fund them in significant amounts.

Councilor Konkin commented that he isn't sure how informed Council will be given another week since they have known about this for a while. He agrees Council should vote.

Councilor Clark asked about the survey for undergraduate students and personally thinks that needs to happen before any decisions are made. Council represents all of those students and if this is something a significant portion of undergraduate students really need, then Council needs to listen to them. She suggests to push for the survey to be done within the next week so Council can get the ball moving and think about the needs of the undergraduate students.

VP Ferwerda asked Councilors to go back to their colleges and representative groups and ask whether this is something that students might find necessary. VP Ferwerda commented that students are discriminated against because of their loans and that is the case.

VP Topola noted that the survey wouldn't be completed until the end of March. Even if students come back in favour of this, it means that it is automatically postponed for a year until it can be included in the budget fully.

Move to give a five-minute recess.

**USCMotion131:** VP Nystuen/President Hitchings **Carried**

Move to give GM Cottrell speaking rights.

**USCMotion132:** VP Nystuen/VP Topola **Carried**

VP Nystuen asked GM Cottrell to answer what the duration of the survey is and if there is a question about student legal services. GM Cottrell commented that there is no question about campus legal services on the survey as she had just checked the finalized copy. The survey is in the process of being presented to students immediately. Typically surveys are left up for a month to six weeks, recognizing that undergraduate students have lots on their plate and the USSU wants to get as broad a perspective as possible. The data is used in the planning, but not the financial planning, going forward into the Spring and Fall.

VP Ferwerda commented that because the question is not in there is not that it was not on the survey. It was sent to administration to be put in the survey. The question about campus legal services was sent to Jason Ventnor, Communications Manager, and VP Ferwerda is uncertain as to why it is not on the survey. He noted that in terms of that

survey, the communication has been very limited.

Councilor Konkin asked for clarification on the motion being put forward. USC Chair commented that there was no motion, just to table the discussion to next week.

Move to table the discussion for one week.

**USCMotion133:** VP Ferwerda/President Hitchings

**Defeated**

Councilor Clark commented last year ESS Council discussed and fully supported the idea of the Social Justice Centre, which was talked about a lot at USC. She noted it was a great idea in theory; however, there was just not enough research done and not enough student feedback about the centre. She feels with this subject it's something Council should pursue, but also be pursuing student feedback and what the undergraduate students think. She believes feedback is vital.

Councilor Steele agreed with Councilor Clark on how it is an important issue and sure is pursued further. She added that an investigation into opening up CLASSIC services more accessible to students would be something to look at.

Councilor Thompson spoke against campus legal services and noted the cost would greatly outweigh the number of students that we would be able to help where CLASSIC is able to do it more effectively. Considering the USSU just eliminated an Executive position last year to save money, it shouldn't be spent on something that we wouldn't be doing as well as an organization already doing that for students.

President Hitchings spoke on behalf of pursuing Campus Legal Services. He believes there have been students that have been turned away from CLASSIC. He would like the USSU to work with CLASSIC in some way if Campus Legal Services does not go through. It's a valuable service and a service that a lot of students could use. Passing the motion to not further pursue a legal service will hinder a partnership between CLASSIC and the USSU.

VP Nystuen commented that his intent of the motion is the USSU not pursue doing this on their own and therefore incur cost associated with doing this. If the opportunity to partner with CLASSIC arose, where we could help them get set up without financial costs to our organization this would be something VP Nystuen would support. He would like Council to decide not to do further reports or feasibility studies as to our organization taking the program on ourselves and incurring those costs.

VP Nystuen noted the wording of the motion could be changed to include that the USSU would not incur financial costs while looking at setting up a student legal service on campus. USC Chair commented that wording it as "the USSU will not pursue Campus Legal Services operated by the USSU" may be a better option for wording.

President Hitchings asked if the wording could be changed as so not to be so negative. He asked if it could read as, "the USSU will pursue something along these lines provided it

will not incur any costs”.

GM Cottrell provided clarification that the motion does not preclude in any way exploring a relationship with CLASSIC and there is nothing in that motion to suggest something further with CLASSIC can't come back to this board at another time. It is simply limiting one option.

VP Ferwerda recommended that Council shoot down the motion on the table and moving towards just looking into the feasibility of this, which costs money, because we have administration and VP Ferwerda himself, looking into whether or not there is a relationship for this. It is really just an approval of Council to say this is something we feel strongly about and isn't saying we will incur these costs.

Councilor Konkin commented he believes it is a good motion on the table. If there is any legal service operated by the USSU, it's going to at least approach those costs. The USSU doesn't need to operate its own legal service when there already is a community organization that we should be pursuing a partnership with. He suggests Council pass the motion and move on to perhaps tasking VP Ferwerda to work with CLASSIC and try to find some way to incorporate them with the USSU in some agreement that will make their services more available to students or perhaps have an office here on campus. This just means we are not going to run it ourselves.

Councilor Steele asked if accepting the motion and not running legal services, would that preclude Council putting administration resources into some sort of liaison relationship between CLASSIC and students. USC Chair commented no, it would not.

Move that the USSU will not pursue Campus Legal Services operated by the USSU.

**USCMotion134:** VP Nystuen/Councilor Thompson

**Carried**

## **7. New Business**

### **7.1 Student Care Fee 2012/2013**

VP Ferwerda commented that Council should support the recommendation to keep the fee the same and then once the figures come in, decide what to do with the reserve fund and how to pursue a change of benefits if necessary.

### **7.2 USSU Student Fee 2012/2013**

VP Nystuen commented that Councilors received a recommendation that administration has prepared for what we should do for student fees for the coming year. The recommendation is that the USSU raise the Student Union Fee 5% percent. The rationale for this is that we are still not sure of the total revenues we have brought in by the renewed Place Riel and the collective agreement for the employees that are unionized, which is coming due this year. The next fee is the Infrastructure Fee, with a recommendation of a 5% increase. This is in part of a larger plan to have each student as they go through University pay proportionally the same amount towards the building. The UPASS Fee is proposed to go up 2.2%. This is written in the contract with Saskatoon Transit that the UPASS will increase by the rate of CPI in Saskatoon every year.

Councilor Moellenbeck noted there was an error in the document under the UPASS Fees for Part Time Students. VP Nystuen commented that the 2011-12 Fee should read \$71.93.

**8. Questions and Comments**

VP Topola reminded Council that Teaching Excellence Award Nominations were still open until February 3<sup>rd</sup> at 4 p.m.

Councilor Clark asked for more clarification on MSC election procedures, specifically how long the nomination period is open for, etc. Her Council also wanted her to ask if someone could speak on the voting process itself and how it is going to be done. Her Council has asked for a partnership with the USSU to hold elections in the Education building. President Hitchings commented that the nominations open on February 13<sup>th</sup> and close on March 9<sup>th</sup>. The voting will be done for all MSC/Executive positions on PAWS over March 28<sup>th</sup> and 29<sup>th</sup>. The Executive went around to every college to find places for voting booths. Voting booths will be put in almost every college building. The elections for the coming year are all being done at once.

VP Ferwerda commented the Peer to Peer sign-up is still available. A schedule will be available next week as to when Councilors can hangout with their chosen Executive.

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion135:** VP Topola/Councilor Thompson

**Carried**

# Executive Committee

Minutes for Monday February 6, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:45 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- USSU Comment Couch
- Class
- Executive meeting
- Class
- Computer Update
- Attended USSU Help Centre's Suicide Prevention Panel Discussion
- Table in Tunnel for USSU Help Centre
- Table in Education for Vice-President Topola's Teaching Excellence Awards Nominations
- Meeting with GM Cottrell & Phone meeting with lawyer Greg Whelan re: Bylaw Amendments
- "The Hump" Activity
- Breakfast with President Peter MacKinnon & The University Executive
- Class
- Lunch with ASSU Vice-President Internal Keith Flysak
- Table in North Concourse for Greystone Information Fair
- Meeting with Studentcare representative Amanda Smytaniuk
- Meeting with Executive
- USC
- Class

**VP Topola**

- Attended PAL meeting at the ULC
- Attended Class
- Met with the Executive Committee

- Collected TEA nominations around campus
- Got computer upgrade
- Wrote blog and plasmas for Jason Ventnor
- Typed and submitted Academic Affairs Committee minutes
- Met with ULC staff to discuss Learning Communities promotion project
- Attended the "Hump Day" activity with USSU staff
- Attended breakfast with President MacKinnon and his executive
- Attended TLCC meeting
- Attended meeting with Amanda Smytaniuk
- Attended USC
- Submitted input to the Provost's Review Committee
- Met with the speed Scrabble Organizing Committee
- Researched an essay
- Handled academic grievance
- Wrote up and submitted amendments for the SGM

#### **VP Nystuen**

- Exec Comment Couch
- Chaired Budget and Finance Committee meeting
- Executive meeting
- Place Riel Bus Mall Re-design brainstorming workshop
- Attend mental health awareness week in the tunnel
- Attend "Let's Talk About it" Panel about suicide
- Respond to SESD's questions for Exec about their new publication
- Prepare and submit Exec SGM proposed Bylaw amendments
- Type BFC minutes
- Phone interview with UBC student newspaper
- Breakfast meeting with Peter MacKinnon and his Executive
- Financial Review for month of December
- Meeting with StudentCare Representative Amanda Smytaniuk
- University Students' Council
- Academic Day Off

#### **VP Ferwerda**

- Comment Couch
- Budget Finance Meeting
- Executive Meeting
- Place Riel Bus Mall Redesign Charrette
- Half-ADO
- Centres Meeting
- Parking Advisory Meeting
- Radio Show

- Class
- Sustainability Learning Community
- Breakfast with senior administration
- Earth Hour Meeting
- Meeting with Amanda Smytaniuk
- Wrote Blog
- Met with Student about Barcraft
- Wrote Blog

4. **Business**

4.1 Letter Writing Policy

**Move to accept the Letter Writing Policy (see attached).**

**EXECMotion087:** VP Topola/President Hitchings

**Carried**

4.2 Visual Arts Students' Society

**Move to provide sponsorship for the Visual Arts Students' Society to sell treats and goodies in the tunnel for Valentines Day, February 13<sup>th</sup> and 14<sup>th</sup>.**

**EXECMotion088:** VP Topola/VP Nystuen

**Carried**

4.3 Recycle Plasma

**Move to sponsor the Office of Sustainability on the USSU plasmas.**

**EXECMotion089:** VP Ferwerda/President Hitchings

**Carried**

4.4 Vacations, EDOs, ADOs

The Executive was reminded that they needed to use their vacation, EDOs and ADOs.

4.5 Executive Protocol Policy

In order to reconcile the policy with the Bylaw, the new wording under Section 4 will simply refer to the Disciplinary Steps as outlined in Part Four of the Bylaw.

**Move to accept the Executive Protocol Policy.**

**EXECMotion090:** President Hitchings/VP Topola

**Carried**

*Carried unanimously as required by the policy.*

4.6 Microwaves

Executive questioned if there should be additional microwaves in Lower Place Riel as part of the capital expenses for 2012-13. A meeting will be held to discuss budget ideas.

4.7 College of Pharmacy and Nutrition

**Move to provide Executive Sponsorship (\$200 for XL Design) to the College of Pharmacy and Nutrition for Nutrition month.**  
**EXECMotion091:** VP Nystuen/VP Topola **Carried**

4.8 We Are All Treaty People Week

**Move to accept We Are All Treaty People Week proposal (see attached.)**

**EXECMotion092:** VP Ferwerda/President Hitchings **Carried**

5. **Adjournment**

Meeting was adjourned at 3:30 p.m.



# Letter of Support Writing Policy

- **Preamble**

This policy outlines the procedure and circumstances appropriate for a member of the USSU Academic Advocacy Office to write a letter of support for students who have various types of academic grievances.

- **Circumstances**

A letter of support from the USSU Academic Advocacy Office may be written for a student who is undergoing one or more of the following:

- A Fee Appeal
- A Formal Academic Appeal at the College or University levels
- A Retroactive Withdrawal
- Application for a Deferred or Supplemental examination
- Any other academically-related circumstance in which such an action is appropriate

- **Procedures**

All letters of support must be written to ensure that they contain no hearsay or other potential misinformation since such letters become a matter of university record. As such all letters of support must:

- a. Not be written in such a way as to imply verification of the appellant’s claims but only to voice support in favor of the student with regards to the process that he or she is undertaking

Contact Information: Academic Advocacy Office 966-6968, 966-2510			
Policy Authority: Executive Committee			
Approvals	Board/Committee	Date	Motion
Created/Adopted	Executive Committee		

## **Executive Project Proposal**

### **I. We Are All Treaty People Week**

A.2. Proposed by: Alex Ferwerda – VP Student Affairs

### **II. Analysis**

#### **A. Background Information and Need**

The USSU has strived to be a leader in advocacy campaigns and provides many different resources on social justice. This particular event would seek to inform the student body about the different issues Aboriginal peoples face and also inform more generally on treaties.

A.1. History: This will be the second consecutive We Are All Treaty People Week. Last year it was put on during the month of October. The USSU year signed a document entitled the “Strategic Alliance Agreement” detailing the ongoing relationship between the USSU and Aboriginal students.

A.2. Issues: The issues will deal with Aboriginal and Non-Aboriginal people understanding their long and often contentious relationship in Canada.

A.3. Events: There will be between four and three lectures given on various topics concerning Aboriginals and treaties. One of the confirmed speakers is Jim Miller and distinguished historian here at the U of S.

“Professor Jim Miller has been awarded the Gold Medal for Achievement in Research by the Social Sciences and Humanities Research Council (SSHRC), the federal research funding agency's highest honour.

Miller receives the award for his decades of study on the evolving relationships between Aboriginal Peoples and the peoples that later settled in Canada.

‘Professor Miller's work provides a clear and unflinching look at how events of our shared history damaged the relationships between Aboriginal and non-Aboriginal people in Canada,’ said U of S President Peter MacKinnon.”

#### **B. Target Group and Characteristics**

B.1. Primary Target: All undergraduate students

B.2. Secondary Target (s): The larger university community.

**C. Vision and Mission**

C.1. Vision & Mission:

The University of Saskatchewan Students' Union strives to be the recognized leader in enhancing the student experience. The vision in regards to this event is to ensure that students are aware of the issues surrounding treaties and Aboriginal concerns. Under our mission it states that the union is to serve the non-academic needs of students. A healthy relationship of mutual respect and understanding through education is the mission of this event.

**D. Key Considerations**

D.1. Detailed Budget:

Four honorariums for speakers at 50\$ a piece-200\$  
Coffee and Muffins for the lectures—150\$  
Advertising-40\$

D.2. Budget Line: 170-5490-00

D.3. Total Budget: 390\$

D.5. Timeline: Week of February 27<sup>th</sup> 2012.

# Budget & Finance Committee Minutes

## February 6, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer  
Also Present: Caroline Cottrell

### 1. Call to Order

The meeting was called to order at 1:02pm.

Move to adopt the agenda.

**BFC Motion74 Moellenbeck/Ferwerda**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 The Jewish Students' Association presented their funding request for their Purim Party event.

### 4. Business

#### A. Ratifications

1.1 Team Canada Yukigassen

Move to table this to the next Budget and Finance Committee meeting.

**BFC Motion75 Nystuen/Konkin**

**Carried**

#### B. Funding Requests

2.1 Jewish Student's Association- Purim Party

Move to award \$650 USSU funds, \$150 USSU credit to be used at XL Print and Design and \$100 Pepsi product.

**BFC Motion76 Wood/Froh**

**Carried**

2.2 Amnesty International- Letter Writing

This funding request was discussed and it was decided that we would not fund this event as we have already funded the Letter Writing campaign this year for this group and there are other competing funding requests that involve more widespread student involvement on this campus.

Move to not fund the letter writing campaign.

**BFC Motion77 Konkin/Nystuen**

**Carried**

2.3 Louis' Trivia Organization

Move to award \$300 USSU credit in gift cards to be given away and \$200 USSU funds to be disbursed upon receipt of cheques for costs that are funded under the Campus Groups Policy.

**BFC Motion78 Moellenbeck/Heidel**

**Carried**

**5. New Business**

No New Business.

**6. Questions & Comments**

6.1 The Committee was asked if they had any thoughts on ways to improve the current USSU club listing portion of the website. The Student Society of McGill University was one that pointed to as model for which to follow. VP Nystuen will have a meeting with the IT guys and will report back to the Committee after the Reading Week Break with an update.

Councilor Zimmer raised a concern from an Engineering student whose group held a Steak Night at Louis'. This concern was around the price per person that they believed it was to cost, however when they received their bill for the event it was more than they had anticipated. This concern was noted, but it was agreed that this was likely a misinterpretation on the part of the group when reading the Louis' catering menu.

**7. Adjournment**

Move to adjourn.

**BFC Motion79 Konkin/Wood**

**Carried**

Meeting was adjourned at 1:58pm.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>	<b>Feb. 2</b>			
Anderson, Alyssa	P	P	P	P	P	P	P			
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P	P			
Brown, Jared	P	R	P	P	P	P	P			
Clark, Jessalyn	P	P	P	P	P	P	P			
Darker, Autumn	P	P	P	P	P	P	P			
Ferwerda, Alex	P	P	P	P	P	P	P			
Fineday, Max	NYA	NYA	NYA	NYA	P	P	P			
Froh, Kelsey	P	P	P	P	P	P	P			
Gartner, Adam	P	P	P	P	P	R	R			
Goudreau, Rylan	R	P	P	P	P	P	R			
Hitchings, Scott	R	P	P	P	P	P	P			
Konkin, David	P	P	P	P	P	P	P			
Lucas, Annie	R	P	P	P	P	P	P			
Moellenbeck, Jenna	P	P	P	P	P	P	P			
Nystuen, Reid	P	P	P	P	P	P	P			
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P	P			
Steele, Desiree	R	P	P	P	R	P	P			
Stenerson, Adam	P	P	P	P	P	R	P			
Stevens, Michael	P	P	P	P	P	P	P			
Thompson, Leon	P	P	P	P	P	P	P			
Topola, Kelsey	P	P	P	P	P	P	P			
Tyler, Lesley	R	P	P	P	P	P	R			
Zimmer, Noel	P	R	P	P	P	R	P			

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday March 1, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Stephanie Mulhall**
  - 3.2 Bob Ferguson – Campus Safety – Safety Issues on Campus**
  - 3.3 Dave Hannah – Safety Issues on Campus**
  - 3.4 Ivan Muzychka - AVP Communications**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – February 9, 2012**
  - 4.2 Executive Committee Minutes – February 13 & 27, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report – February 9, 2012**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report – February 15, 2012**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – February 15, 2012**
  - 4.9 Student Affairs Committee Minutes and Report – February 16, 2012**
  - 4.10 Sustainability Committee Minutes and Report – February 10, 2012**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Summer U-Pass**
- 7. New Business**
  - 7.1 Residence Councillor – Proposed Bylaw amendment**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Association of College Presidents Policy**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday February 9, 2012

## **Present**

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rylan Goudreau, Education  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Desiree Steele, STM  
Lesley Tyler, Nursing

## **Also Present**

James Pepler, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Jared Brown, ISC  
Michael Stevens, Law  
Noel Zimmer, Engineering

## **Absent**

## **Guests**

Rebecca Zimmer  
Steven Heidel  
Nolan Waldner  
Daniel Arnoux  
Peter MacKinnon – University President  
Daryl Hofmann – The Sheaf

Meeting was called to order at 6:07 pm.

## **1. Agenda**

Move to adopt the agenda

**USCMotion136:** President Hitchings/Councilor Gartner

**Carried**

## **2. Introductions and Announcements**

President Hitchings introduced University President Peter MacKinnon, recent recipient of the Order of Canada.

## **3. Council Address**

### **3.1 Peter MacKinnon**

Move to go into informality.

**USCMotion137:** Councilor Thompson/Councilor Konkin

**Carried**

Peter MacKinnon thanked Council for inviting him and commented that he appreciated the opportunity to spend time with Councilors. He commented that he thought he might talk a bit about his job, as it is somewhat invisible to most people on campus most of the time. Before he became University President 13 years ago, he only saw bits and pieces of what the University President did. He commented that he has been at the University of Saskatchewan since 1975. He came as an Assistant Professor of Law in 1975 after completing a graduate and undergraduate of legal education and becoming a member of the Ontario and Saskatchewan Law Societies. He had a wonderful 23 years in the College of Law, ten of which were as Dean. It was a privilege for him to teach throughout that period of time, including two full courses while Dean of Law. Out of his 37 years at the University, he noted the ten years as the Dean of Law were the most rewarding, in terms of the daily contact with faculty and students.

As President of the University, Dr. MacKinnon notes that his job consists of four things:

1. The strategic direction of the University
2. Good Governance
3. Relationships
4. Money

When he looks back over the 13 years in which he has served as President and the 23 years as professor and Dean of Law, Mr. MacKinnon commented that he looks back at one of the most rewarding careers to possibly have. The part that has meant a tremendous amount to him has been working with students.

VP Nystuen asked Mr. MacKinnon what some of his greatest challenges have been over the past 13 years as President. Mr. MacKinnon commented that financials were always a challenge because costs keep going up. The costs of projects just kept going up. In addition, all the major projects have been science related and as a lawyer, he has learned much about the field.

GM Cottrell asked if there was anything that stood out as Mr. MacKinnon's most proud accomplishment as President. Mr. MacKinnon commented that he is proud of the renovation of the College Building and the other big projects that have taken place.

Councilor Steele asked how Mr. MacKinnon's law background has influenced his perspective on governance and how that interacted with the different projects that he was involved in. He commented that law is a valuable education and political study. It operates in a tight sphere, as disputes are part of the job.

*At this point President MacKinnon left the microphone and the remainder of the questions and answers were not recorded.*

Move to go back into formality.

**USCMotion138:** Councilor Froh/Councilor Thompson

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – February 2, 2012**

VP Ferwerda commented that at the last Council he stated that it was a failure on the part of the USSU Communications Manager to get him the survey, which was actually his own failure. VP Ferwerda would like there to be no misunderstanding that when he stated that the survey didn't get to him because of something Jason Ventnor had done, was an error on his own part.

##### **4.2 Executive Committee Minutes – February 6, 2012**

##### **4.8 Budget and Finance Committee Minutes – February 6, 2012**

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion139:** VP Ferwerda/Councilor Bozek

**Carried**

#### **6. Business**

##### **6.1 Student Care Fee**

VP Nystuen noted that as discussed last Council meeting, there are a couple different items for fees. The Student Care Fee was presented last week by Amanda Smytaniuk, who commented that we would not need to increase the Student Fee this year to maintain the same level of coverage. That is what the Executive is recommending.

Move to maintain the current Student Care Fee.

**USCMotion140:** VP Nystuen/VP Ferwerda

**Carried**

##### **6.2 USSU Student Fee**

VP Nystuen commented that there are three fees up for deliberation as approved by the Budget and Finance Committee. The Student Union Fee is seeking a 5% increase. The Infrastructure Fee is seeking a 5% increase. The UPASS Fee is seeking a 2.2% increase. The reason behind the increase to the Student Union Fee is because we do not know the full revenue behind the new food court and the increase is to be on the safe side. The Infrastructure Fee is seeking an increase with the idea to have each student successively pay their same proportion of the building, and the only way to do this is to gradually increase the fee year on year or every couple years. In addition, the increase is to also pay off the long-term debt repayment plan and building a reserve. The UPASS 2.2% increase

follows CPI for the City of Saskatoon and is in the contract with Saskatoon Transit. Councilor Steele asked in regards to the Infrastructure Fee, why not increase it by something like the consumer price index and not 5%. VP Nystuen commented that that idea would probably inhibit the building of the reserve over time because we are never getting ahead of what the buying power ever would be.

Move to increase the Student Union Fee 5%, the Infrastructure Fee 5% and the UPASS Fee 2.2% for the 2012-2013 academic year.

**USCMotion141:** VP Nystuen/President Hitchings

**Carried**

## **7. New Business**

### **7.1 Summer UPASS**

VP Nystuen commented that he is still in the process of preparing the document. With the elimination of the VP External position last year, portions of that position were moved to certain Executive portfolios. Dealing with Saskatoon Transit was one that was moved to VP Nystuen's portfolio. This year he has been talking to transit representatives about certain things like the bus mall and improving transit service. One idea VP Nystuen came up with was having a UPASS for the summer. There are many students that come to our Information Centre seeking another UPASS when theirs runs out. As the UPASS system currently operates, the UPASS only runs for Term 1 and Term 2. There might be a need for a summer UPASS. Currently there will be a question in the USSU survey asking students if there is interest in the summer UPASS. He anticipates there would be interest. He is currently drafting a letter to City Council, which he will bring to Council to approve. VP Nystuen commented that in addition, he would ideally like to see students who are not in classes during the summer, have the option to opt in to the summer UPASS.

Councilor Konkin asked if there would be one UPASS would be for both Spring and Summer Session or two separate. VP Nystuen commented that has yet to be determined. He commented that logistically, it would make sense to have one four month summer UPASS, yet students enrolled in one or the other might not be pleased. NP Nystuen also noted there are colleges where their terms run at different lengths and he was planning on talking to them about the summer UPASS.

Councilor Thompson asked that VP Nystuen talk to the Medical Students' Society about this, because Council is lacking a Medical representative and their terms do run lengths.

## **8. Questions and Comments**

USC Chair noted a cautionary tale where he stopped using "regards" as a send off for emails. However, he recently sent an email with that closing and accidentally typed "retards".

Councilor Fineday commented that Rebecca Zimmer would like a few minutes of Council's time to talk about concerns she had with the Arts & Science By-election for Council. Rebecca Zimmer commented that she found the election bylaws in the USSU Bylaw very confusing. There were a lot of frustrations during election time and would like

to start a dialogue on how things can be changed and improved. She noted that some problems were over posters and how many could be posted in the Arts Building. Councilor Fineday commented that he found it a bit frustrating as well and pointed out there was no rules in the USSU Bylaw that govern by-elections or MSC elections. Member Heidel's biggest concern is that the entirety of all the election policies are in the Bylaw and is non-standard when it comes to organizations. A separate elections guidelines are standard which would include specifics, like posters. In the USSU Bylaw it wasn't all that clear. President Hitchings commented that these are all problems that will hopefully be solved by the Elections Committee. He noted he too had frustrations with posters in the Arts Building and noted they have a policy on the topic of elections and by-elections about rules for posters, etc. President Hitchings commented that a meeting with Steven McLeod, the facilities manager for the College of Arts & Science. What came out of this meeting was that in future elections the janitorial staff would be told to not take down the posters unless they were 100% in violation of the policy.

In addition, President Hitchings commented the timeline schedule for the by-election is a lot more spaced out. The by-election for a whole slate of positions on Council will be held by the end of the year, which will be overlapping the call for nominations for the actual MSC elections for next year and the Executive elections for next year. The calls for nominations for those positions go out February 10. A mandatory meeting will be held on February 16. The nomination forms must be due back on February 17. Campaigning begins on February 27 and voting ends on March 1. Therefore, the campaign will be more stretched out from here on out.

Member Zimmer commented that one of the problems she saw for sure that should be addressed is the confusion between an Executive campaign and a Member campaign.

VP Nystuen noted that this was something that was changed in the AGM, that the USSU would be taking over elections. The Arts & Science by-election was the first that was done and there were certainly some kinks that will need to be worked out. He addressed Member Heidel's concern about having elections in the Bylaw; yes, this is unorthodox. The reason this was done in the past, it use to be a policy, but Executive members who had control to change policy would take it upon themselves to more or less screw around with it to their own benefit seeking re-election the next year. Therefore, in an effort to stop that, it was moved into the Bylaw where it is much more difficult to change. The reason it does exist there and not in policy is to keep elections free, fair and open and not unduly benefit sitting Executive members. VP Nystuen noted there are provisions for reimbursement for both Executive members and for members of Student Council when they run, which are different amounts each. Members are entitled up to \$50 in reimbursement upon submitting receipts. This works on a 50% of what one spent reimbursement policy.

Member Zimmer asked what the timeline was to submit receipts for reimbursement. VP Nystuen responded that campaign costs must be submitted the day before voting begins, but notes they would make an exception for this case.

Member Heidel thanked President Hitchings. He asked in regards to the Residence and

their population being over 1,500 – do they get two seats on Council? VP Nystuen commented that a numbers list is in the making for those who are qualified to vote in residence. He noted that the students living in College Quarters don't qualify under the University as residences.

VP Ferwerda commented that in December a U of S student went missing. Hamza Alsharief went missing while finals were going on. The USSU Safewalk Coordinator will be having a candlelight vigil on Wednesday February 15 at 5:30 p.m. in the Bowl. Students are encouraged to bring their own candles. The idea is to raise awareness and bring people together as his disappearance is still confusing to police and his family.

Councilor Moellenbeck commented that a concern was brought up at the EBS Council over the University and the USSU wanting to put an end to the LB5Q event and was unsure how legitimate this statement was. USC Chair asked who at the University stated this comment. Councilor Moellenbeck stated that Jay Brown was the one who made the announcement. VP Nystuen commented that there are concerns that exist with the event, but he has not heard of the University actually acting on anything other than just a concern that Risk Management has.

Councilor Steele commented that STMSU is holding a skating event Thursday February 18 at the Bessborough. A carpool will be leaving STM at 5:30 and Councilors are encouraged to RSVP.

President Hitchings addressed a question asked at the SGM about the Board of College Presidents being taken out of the Bylaw and put into Policy. The Executive are working on the final details to get rid of the problems that it posed while it was in the Bylaw. It will come back to Council March 1.

Councilor Sinclair asked if there was online voting during the elections or just in voting booths. President Hitchings commented that it would still be online on PAWS and in addition, to encourage voter turnout, laptops will be accessible to vote on in voter booths.

## **9. Other Business**

### **9.1 Councilor year-end gifts**

VP Nystuen commented that in the budget there is \$50 per Councilor budgeted for a year-end gift. This could simply be just a cheque to Councilors if they so wish or an item to be purchased. VP Nystuen hasn't had a lot of time to put a lot of thought to this. Ideas are welcomed. Councilor Moellenbeck commented she likes the idea of sweaters.

## **10. Adjournment**

Move to adjourn.

**USCMotion142:** President Hitchings/Councilor Thompson

**Carried**

# Executive Committee

Minutes for Wednesday February 15, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 8:45 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

**VP Topola**

- Attended PAL meeting at the ULC
- Attended class
- Attended Executive Committee meeting
- Attended two dinner meetings with VPTL candidates
- Attended lunch with two VPTL candidates
- Met with Peter Cornish
- Wrote plasma points and a blog for Jason Ventnor
- Worked on Learning Communities promotion project
- Met with A&S academic advisors re: drop in advising sessions in the USSU centers and Place Riel
- Attended interviews for two VPTL candidates
- Wrote Academic Grievance Recording policy
- Organized & chaired Academic Affairs Committee meeting
- Wrote up a project proposal for electronic grievance tracking
- Attended the Student Forum
- Attended USC & Beers with President MacKinnon
- Attended Speed Scrabble Organizing Committee meeting
- Prepared for and attended the Special General Meeting
- Reviewed public presentations for VPTL candidates
- Organized peer-to-peer meetings
- Handled an academic grievance
- Participated in CRAM conference

### **VP Nystuen**

- Executive meeting
- Chair Budget and Finance Committee meeting
- Meeting with Peter Cornish from SESD
- Vice-Provost Teaching and Learning Candidate lunch (x2)
- Peer-to-Peer with Desiree Steele
- Special General Meeting prep
- Special General Meeting
- Meeting with Steve Jimbo from GSA about grad U-Pass
- University Students' Council
- Class
- Sustainability Committee meeting
- Working on 2012-2013 budget
- Work on Board of College Presidents Policy

### **VP Ferwerda**

- Executive Meeting
- Budget and Finance Meeting
- EWB Meeting
- VPTL Candidate Lunch
- Meeting with Peter Cornish
- Radio Show
- Class
- VPTL Candidate Lunch
- Sustainability Learning Community
- Academic Affairs Meeting
- External Affairs Meeting
- Council
- Morning ADO
- Sustainability Committee

## **4. Business**

### 4.1 Grievance Recording Policy

**Move to accept the Grievance Recording Policy.**

**EXECMotion093:** VP Topola/VP Ferwerda

**Carried**

### 4.2 BOCP Policy

**Move to accept the BOCP Policy.**

**EXECMotion094:** VP Nystuen/VP Topola

**Carried**

### 4.3 Table Rental Policy / Space Rental Policy

VP Nystuen commented that he has had much feedback on the Table Rental Policy and Space Rental Policy in regards to cost and rules. Executive agrees that these two policies should be looked at further and changes should and could be made. VP Ferwerda noted USSU space rental is exceptionally high for students and groups wanting to rent. VP Nystuen commented that the two policies could possibly put into one and that would include table, MUB 103 and North Concourse rentals. GM Cottrell noted that this was a great idea and to talk to Facilities Manager, Freda Salikin and Communications & Marketing Manager, Jason Ventnor in regards to the changes.

#### 4.4 Event Continuity Policy

Executive discussed the pros and cons of keeping the Event Continuity Policy. VP Ferwerda would like to keep the policy for future Executive and for the purpose of knowing what events work and don't work. GM Cottrell suggested keeping that Executive members keep a file folder (paper or electronic) with their event information. VP Topola moved to strike out the policy. President Hitchings made a friendly amendment adding that event recording be in Executive Protocol Policy.

**Move to eliminate the Event Continuity Policy but to add that events be recorded in the Executive Protocol Policy.**

**EXECMotion095:** VP Topola/President Hitchings

**Carried**

*Noted: VP Ferwerda opposed.*

#### 4.5 Executive Portfolios

VP Nystuen commented that he has finished composing his position profile and has sent it to President Hitchings. He noted that future Executive should understand what duties they are in charge of and there should be no disagreements or misunderstandings.

#### 4.6 Budget Presentation Proposal

VP Nystuen has sent out the Budget Presentation Proposal to Executive members to read over.

**Move to accept the Budget Presentation Proposal (see attached).**

**EXECMotion096:** VP Nystuen/VP Topola

**Carried**

#### 4.7 Indigenous Studies

President Hitchings received an email from a student who is sending around a petition to have Indigenous Studies a mandatory undergraduate class in University. Currently the petition is at the University of Regina but will be making it's way to the U of S.

5. **Adjournment**

Meeting was adjourned at 9:25 a.m.

## **Executive Project Proposal**

### **I. Project #1**

- A.1. Project Name: Budget Presentation
- A.2. Proposed by: VP Reid Nystuen

### **II. Analysis**

#### **A. Background Information and Need**

- A.1. History: In the past there has been attempts to offer a budget orientation for those students who would be interested. Although well intentioned these were never well attended.
- A.2. Issues: The Budget is a major document and receives a relatively small amount of attention. Education about the budget, where money is being spent and major changes should be explained to the student population.
- A.3. Research: Talked to Controller Amanda Mitchell and Communications and Services Manager Jason Ventnor about the idea.
- A.4. Event Description: I will not be doing the regular budget presentation away and separate from USC. This has never been successful. I am proposing that at the already scheduled Budget Presentation meeting of USC (scheduled by Amanda Mitchell) that we expand the scope and advertise and invite all to students, as I will already be doing a budget presentation that night. We would have food for council and guests. It is still to be determined if we would hold the (USC) meeting in the Council Chambers or would book a larger room to accommodate (anticipated) larger attendance.

#### **B. Target Group and Characteristics**

- B.1. Primary Target: USC and interested Undergraduate students
- B.2. Secondary Target (s): Campus population

#### **C. Vision and Mission**

- C.1. Vision & Mission: To educate and create awareness of the USSU Budget and its contents.

#### **D. Key Considerations**

- D.1. Detailed Budget: \$50 for posters across campus to advertise event and location

\$150 for food for council and those who attend

D.2. Budget Line: 170-5490-00

D.3. Total Budget: \$200

D.4. Organizational Requirements: Poster design and advertising from our communications department. Ordering and organizing food done by myself and executed by our team at Louis'.

D.5. Timeline: Date will be March 15 at 6pm at our regular USC

# Executive Committee

Minutes for Wednesday February 27, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:50 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtables (2 weeks)**

**President Hitchings**

- Meeting with Professor
- Class
- Executive Meeting
- Board of Governor's Meeting
- Executive meeting re: budget asks
- Class
- Meeting with student re: election
- USSU radio show
- Executive meeting
- Meeting with student re: Student Society Elections
- Vacation to Toronto (March 15-24)

**VP Topola**

- Attended PAL meeting at ULC
- Attended class
- Attended public presentation of VPTL candidate
- Attended dinner meetings with two VPTL candidates
- Interviewed two VPTL candidates
- Attended lunch meetings with two VPTL candidates
- Brainstormed ideas for elections video with President Hitchings
- Attended Executive budget brainstorming meeting
- Attended Executive Committee meeting
- Worked on Learning Communities promotional project
- Attended Experiential Learning Expo planning meeting
- Met with Academic Advisors from Arts and Science re: drop-in

advising sessions

- Administered TEA surveys
- Attended Student Affairs Board meeting
- Held two peer-to-peer sessions
- Attended University Council
- sent plasma points to Jason Ventnor
- Attended Scholarships and Awards Committee meeting
- Typed and submitted Academic Affairs Committee minutes from February 9, 2012
- Attended Speed Scrabble Organizing Committee meeting
- Participating in a psychology study

### **VP Nystuen**

- Earned Day Off
- Vice-Provost Teaching and Learning Candidate lunch (x2)
- Prepare meeting package for BFC meeting
- USSU Radio show guest
- Executive Budget ideas meeting
- Develop Student Governance and Student Grants portion of the USSU budget
- Executive Meeting
- Budget and Finance Committee meeting
- Louis'/Browsers planning meeting
- Peer-to-Peer with Jenna Moellenbeck
- Meet with SMSS regarding a Summer U-Pass
- Type BFC committee minutes
- Respond to groups regarding their requested sponsorship
- Meet with U of S Rugby Club and assist them with their ratification
- Class
- Meeting for Review of Standard of Student Conduct

### **VP Ferwerda**

- TEA Nomination Class
- Husky Centennial Meeting
- Exec Budget Brainstorm
- VPTL Candidate Lunch
- Sustainability Working Committee
- Radio Show
- Exec Meeting
- Class
- VPTL Candidate Lunch

- Childcare Expansion Project Meeting
- Sustainability Learning Community
- Hamza Vigil Set Up
- TEA Nomination Class
- Student Affairs Board Meeting
- We Canada Tour Postering
- Morning ADO
- Take a Stand Meeting
- EDO during Reading Break

#### 4. **Business**

##### 4.1 We Canada Tour

VP Ferwerda commented on the We Canada Tour, students promoting sustainability, will be coming to the U of S campus in March. VP Ferwerda asked Executive for their approval for sponsorship, as the posters printed by the tour already have the USSU logo on them. There is no money involved and Executive agreed to advertise the event on the plasmas. VP Nystuen commented that he is concerned with groups/events using the USSU logo without authorization.

**Move to approve plasma sponsorship to the We Canada Tour.**

**EXECMotion097:** VP Ferwerda/President Hitchings **Carried**

##### 4.2 Five Days for the Homeless Donation Box

**Move to sponsor Five Days for the Homeless with a table in the tunnel and to have a donation box in the USSU main reception.**

**EXECMotion098:** VP Nystuen/VP Topola **Carried**

##### 4.3 Arts & Science Talent Show

The talent show is taking place March 9<sup>th</sup> and the coordinators have asked an Executive member to be a judge and buzz board sponsorship.

President Hitchings said that he would judge the talent show.

**Move to give buzz board sponsorship to the Arts & Science Talent Show.**

**EXECMotion099:** VP Nystuen/President Hitchings **Carried**

##### 4.4 Merit Based Pay

VP Nystuen commented on the idea of Executive being paid on merit, much like what UBC is doing. GM Cottrell noted that although a good idea, there are no criteria to assess by.

##### 4.5 Learning Expo

**Move to approve up to \$250 credit at XL Design for the Learning Expo (see attached).**

**EXECMotion100:** VP Topola/President Hitchings

**Carried**

#### 4.6 The Sheaf Centennial

**Move to sponsor up to \$500 credit at XL Design for The Sheaf.**

**EXECMotion101:** VP Nystuen/President Hitchings

**Carried**

#### 4.7 TEA Presentations

VP Topola has been working out details for the Teaching Excellence Awards ceremony, which will be held on Sunday March 25. Executive members will be presenting awards for the following:

- President Hitchings – MSC
- VP Ferwerda – Centres
- VP Nystuen – Campus Club
- VP Topola – Volunteer

#### 4.8 Residence MSC

Executive discussed a residence nomination who had to withdrawal because they lived in an off campus residence. Residence cannot be defined in two ways. GM Cottrell commented that Executive could either decide to vote it out or define it. Executive decided to amend the Bylaw and take the matter to Council.

**Move to amend the Bylaw to strike out Residence.**

**EXECMotion102:** VP Nystuen/VP Topola

**Carried**

#### 4.9 Conference

VP Ferwerda sent out an email to Executive about a conference on youth leadership and sustainability in Vancouver during the week of March 12-16. Roadmap and KS Potash Corp are willing to sponsor VP Ferwerda with an all expenses paid trip to attend the conference. VP Nystuen noted that he was opposed to sending any Executive member to conferences with only one month remaining in their term. VP Nystuen also commented that this was a great conference for personal interest and not a benefit as an Executive member. VP Topola agreed with VP Nystuen. VP Ferwerda commented that he believes the conference is a good idea to attend as an Executive member in regards to networking and for writing the Sustainability Policy. The issue is whether or not VP Ferwerda would be going to the conference on work time or if he would take the week off as vacation time. VP Ferwerda noted that he added the \$325 per diem because he thought he had to have that in his proposal, but has made a friendly amendment to strike it out. President Hitchings commented that he was in favor of sending VP Ferwerda on work time because it does pertain to his position and it is an all expenses paid trip and therefore does not cost the USSU anything.

**Move to allow VP Ferwerda to attend the conference on work time with no per diem.**

**EXECMotion103:** VP Ferwerda/President Hitchings

**Carried**

*Noted: VP Nystuen opposed*

#### 4.10 Sexual Assault on Campus

Executive discussed the sexual assault on campus and the University's delayed announcement and response. The assault occurred in early January in a residence building, yet the University did not reveal the incident via email until Friday February 16. Dave Hannah did apologize for the late announcement, but the reasons for doing so are not good enough. Executive have asked Dr. Hannah and Bob Ferguson to attend Council to speak of the incident.

#### 4.11 Childcare Centre

Executive discussed the Childcare Centre and the seed barn, which has been chosen as one of the new spaces. It was announced the new expected price has jumped from 4 million to 7 million. Executive discussed the fee for students and the number of spots promised to students.

### 5. **Adjournment**

Meeting was adjourned at 4:00 p.m.

## **Executive Project Proposal**

### **I. Project # 7**

- A.1. Project Name: Ideas of March Experiential Learning Expo
- A.2. Proposed by: VP Academic

### **II. Analysis**

A. Background Information and Need: This is the first year the ULC is putting on an expo of classes that feature experiential learning. Increasing experiential learning is a goal of the university and it is highly beneficial to students. Many courses or programs that feature experiential learning are not well advertised and the opportunities they provide for students go unfulfilled.

- A.1. History: None
- A.2. Issues: Getting the word out to students about course that feature experiential learning.
- A.3. Research: None

### **B. Target Group and Characteristics**

- B.1. Primary Target: undergraduate students
- B.2. Secondary Target (s): the university community

### **C. Vision and Mission**

- C.1. Vision & Mission: To make students aware of courses on campus that feature experiential learning.

### **D. Key Considerations**

- D.1. Detailed Budget: \$250 (credit at XL Printing)
- D.2. Budget Line: 170-5490-00
- D.3. Total Budget: \$250
- D.4. Organizational Requirements: The organizing committee of the expo is also asking for advertisement space on our posters and plasmas during the weeks preceding the event.

- D.5. Timeline: Beginning of March: Advertisement of event  
March 15: Event day, the ULC is taking care of set up and take down of the expo in the north concourse.

## **Executive Conference Proposal**

### **I. Conference**

- A.1. Conference Name: Leading Change 2012
- A.2. Date: March 12<sup>th</sup> to 16<sup>th</sup>, 2012
- A.3. Attended by: VP Student Affairs – Alex Ferwerda

### **II. Overview**

#### **A.**

- A.1.

#### **Conference Information**

Leading Change is a Canada-wide movement started by young environmental and sustainability professionals working together to catalyze action and influence positive change locally, regionally and internationally. Leading Change will be kick-started during the 2012 Globe Conference with a week-long program, including a one-day Emerging Leader Forum on March 13, 2012 in Vancouver. Leading Change and The Emerging Leader Forum is a volunteer partnership lead by The Delphi Group Young Environmental Professionals (YEP) and, Connecting Environmental Professionals (CEP). YEP/CEP is a not-for-profit 2000- person network of young leaders across Canada.

#### **Highlights of the Emerging Leaders Forum**

The target audience is 150 Emerging Leaders – youth and young professionals interested in the environment, clean energy and clean technology. The Forum complements the GLOBE Conference and is focused on building the next generation of corporate leaders, policy thinkers, entrepreneurs and community actors.

On March 13, 2012, the forum will kick-off with a high energy day filled with motivational speakers, engaging dialogue with peers and mentors and hands-on learning around critical sustainability issues. Discussions are currently underway with speakers to ensure that the agenda includes leaders from business, political and community circles. From March 14-16 participants will have the opportunity to participate in a variety of activities including mentoring workshops, focus groups, company tours, the Globe Conference (networking events, trade fair, sessions) and a number of other tailored Emerging Leader touch points' throughout the week for continued discussion and engagement.

#### **What are the outcomes of the Forum?**

The outcomes of the Forum include an expanded network of informed emerging leaders; established relationships between the emerging leaders and mentors; new employment opportunities for young leaders; and education and community project ideas for the emerging leaders to implement. At the end of the Forum the goal is for participants to take professional action — such as making presentations to local government, implementing community sustainability projects, and/or starting up new businesses — when they return to their communities, post secondary institutions or workplaces.

I believe that this conference would be beneficial to the VP Student Affairs position and myself as it deals with networking, brainstorming, teaching and learning in regards to affecting change in our natural and built environment. Because sustainability is a part of my position and also something I feel strongly about, I believe much can be taken away from a conference such as this.

- A.2. Conference budget:
  - Sponsorship by K+S Potash
  - Per diem – 325\$
  - Total Budget – 325\$

Academic Affairs Committee Minutes  
Thursday February 9, 2012  
7:30-8:30 am Browsers

Present: Kelsey Topola, Mandy Elash, Jenna Moellenbeck, Jennifer Bozek, Desiree Steele, Alexandria Werenka, Scott Adams, Dylan Knowles, Alex Ferwerda

1. **Call to Order**

The meeting was called to order at 7:42 am

2. **Adoption of the Agenda**

VP Topola asked for a motion to adopt the agenda Carried

**AAB Motion06** Werenka/Moellenbeck

3. **Business**

**3.1 Grievance Recording Policy**

VP Topola asked for input on the Grievance Recording Policy that was sent out earlier in the week.

Member Adams stated that in section 2.1 that the word "identifying" be inserted between the words "No" and "information."

Councilor Steele thought that the sentence order of section 1.1 should be rearranged as to make it clearer who is responsible for the recording.

Member Adams suggested inserting language about recording information for the purpose of further consultation but it was deemed as redundant by the committee as such language already exists in the policy.

**3.2 TEA Surveys**

VP Topola passed around an up-to-date list of TEA surveys that needed to be done. She stated that each member must sign up for at least one survey.

**3.3 Next Meeting**

The committee agreed that the next meeting time would be Thursday March 1 at 7:30 am in Browsers.

4. **Questions and Comments**

There were no questions or comments

5. **Adjournment**

VP Topola asked for a motion to adjourn the meeting,

**AAB Motion07** Moellenbeck/Knowles Carried



# Academic Grievance Recording Policy

## Preamble

The Academic Advocacy Office (AAO) handles all manner of academic grievances. Each grievance brought forward shall be recorded electronically for the purposes of recordkeeping, further consultation with a student and statistics.

## 1. Recording

1.1 Either the VP Academic Affairs or the Confidential Student Support Officer will record the name, year of study, program and details of all academic grievances brought forward to the AAO.

1.2 Recording shall be done electronically via the Filemaker Program and shall be accessible only by the members of the AAO.

## 2. Confidentiality

2.1 No identifying information regarding a student's academic grievance shall be released without his or her express written consent.

Contact Information: Vice-President Academic Affairs 966-6968			
Policy Authority: Executive Committee			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Approved	Executive Committee		



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Policy Authority: Executive Committee			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Approved	Executive Committee		

# Budget & Finance Committee Minutes

February 15, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell, Cody Manchester, Teal Kreuger

## 1. Call to Order

The meeting was called to order at 1:02pm

Move to adopt the agenda.

**BFC Motion80 Nystuen/Ferwerda**

**Carried**

## 2. Call for Quorum

Quorum was present.

## 3. Board Presentations

3.1 ASSU President Teal Kreuger presented the ASSUME Talent Show & Competition funding request.

3.2 Cody Manchester from the Biology club presented the BIOSCAN funding request.

## 4. Business

### A. Ratifications

1.1 Students for Public Research

1.2 U of S Rugby Club

Move to ratify clubs listed above.

**BFC Motion81 Nystuen/Heidel**

**Carried**

### B. Funding Requests

2.1 Biology Club- BIOSCAN event March 9-11

Move to sponsor \$1,000 USSU credit for the BIOSCAN event.

**BFC Motion82 Wood/Zimmer**

**Carried**

2.2 Best Buddies U of S- Best Buddies at the Brier

Move to sponsor \$484 USSU funds for Best Buddies at the Brier event.

**BFC Motion83 Zimmer/Wood**

**Carried**

2.3 Muslim Students' Association- Islam Awareness Week

This funding request was submitted a week after the event had taken place. To be consistent with previous decisions made this year by the Budget and Finance Committee decide to not sponsor this event.

Move to not sponsor Islam Awareness Week.

**BFC Motion84 Nystuen/Konkin**

**Carried**

2.4 U of S Table Tennis Club- Table Tennis Tournament

The U of S Table Tennis Club only have \$150 left of USSU funds that they can request before they reach the maximum amount.

Move to sponsor \$150 USSU funds for the Table Tennis Tournament.

**BFC Motion85 Heidel/Wood**

**Carried**

2.5 Arts and Science Student Union- ASSUME Talent Show & Competition

Move to sponsor \$1,000 USSU Credit for ASSUME Talent Show & Competition event to be held at Louis'.

**BFC Motion86 Nystuen/Froh**

**Carried**

**5. Questions & Comments**

VP Nystuen said that it is likely that the budget line for club sponsorship will be over this year. Member Froh asked if we know how much of the awarded USSU Credit has actually been used. VP Nystuen said that this would be possible to calculate, but would take some time. VP Nystuen will look into this over Reading Week if he has the time.

Discussion followed surrounding what an appropriate amount for this line would be that this is a good line to go over in as the money go directly to student groups. VP Nystuen said that we are doing better this year in his opinion of following the guidelines and spreading out the funds and encouraging clubs use USSU services and businesses for their events. However, VP Nystuen still feels there is more that can be done to spread the money out amongst all clubs. The questions of the amount budgeted for club sponsorship will be addressed by the Budget and Finance Committee in their budget review meeting.

**6. Adjournment**

Move to adjourn.

**BFC Motion87 Froh/Heidel**

**Carried**

Meeting was adjourned at 2:01pm

**Student Affairs Committee Meeting**  
**February 16, 2012**

- I. Call to order 11:30 PM
- II. Adoption of the agenda Heidel/Zimmer
- III. Business:

**We Are All Treaty People Week**

This event coming up at the end of the month was discussed and the committee members were encouraged to come to the events taking place the week of February 27<sup>th</sup>.

**Parking "Lottery"**

VP Ferwerda noted that in the summer of 2011 a Sheaf article was written about the parking lottery at the university. The university has since decided to do away with the term lottery, but will continue to ask for a payment to get a spot. The reason for this being that one could simply ask a number of their friends to enter with them, thus increasing their chance of receiving a spot. The difference being that those who pay for a chance at a spot will be eligible for a "second chance" fire sale following the last day to pick up one's parking spot. The committee agreed this makes more sense.

**World Water Day**

It was announced that there would be events surrounding World Water Day at the committee was encouraged to join in if they could commit their time.

**Childcare Fee**

A general discussion was had on the childcare fee given the fact that the project will most likely cost a substantial amount more than anticipated. The good news is that there will most likely be more spots for students than was announced by David Hannah at council. VP Ferwerda asked the committee if it would support more than a 5\$ fee if it would bring about childcare spaces more quickly. There was no consensus on this point, as it first ought to be determined how many spots exactly undergraduates will be promised. VP Topola noted that council had approved a pro-rata fee.

- IV. Questions and Comments  
An informational awareness campaign surrounding the services the university provides in helping people with disabilities was discussed.
- V. Adjournment Heidel/Zimmer at 11:51

Present:

Steven Heidel

Rebecca Zimmer

Kelsey Topola

Alexander Ferwerda

Regrets:

Alyssa Anderson

Absent:

Leon Thompson

**Sustainability Committee Meeting**  
**February 10, 2012**

Present:

Adam Gartner  
Reid Nystuen  
Daniel McClaren  
Annie Lucas  
Caroline Cottrell

Guest: Shannon Dyck

Regrets – Michael Stevens

I. Call to order 3:22 PM

II. Adoption of the agenda -- Gartner/Nystuen

III. Business:

**Sustainability Policy**

The current form of the sustainability policy was discussed. As it stands a framework for the policy and the preamble has been written. The STARS rating system that the University has recently adopted was brought up as an option for assessing how well the union is doing. It was noted that the sustainability policy of the Banff Centre is a good example of what a well-written policy ought to look like. The policy will be written in the coming weeks to be approved by the committee.

**Fairtrade Campus**

The Fairtrade campus idea was brought up and the progress that has been made. A committee is close to meeting quorum and the individual who wrote the criteria from Fairtrade Canada will be visiting campus in late March. There were questions about its affect on Browser's and tying the hands of future executive through policy. As it stands there are no affirmative answers to these issues. When the Michael Zelmer from Fairtrade Canada is in on campus these issues will surely be addressed.

**World Water Day**

World Water Day will be taking place on March 22<sup>nd</sup> and the committee was asked to help in the tunnel on this day. It will feature a water challenge that Oxfam and the U of S office of sustainability will be helping in part to organize.

### **Earth Hour**

This event will be taking place on March 31<sup>st</sup> from 8:30 PM to 9:30 PM. Planning is currently under way for the event, which will hopefully take place at Louis' or Browser's with a spoken word and acoustic candle lit set. There will be updates about the event as it progresses.

IV. Questions and Comments

V. Adjournment -- Gartner/McClaren

## Association of College Presidents

### Purpose

The purpose of this association is to:

- (a) Orient delegates to the responsibilities of the Association of College Presidents and the mission and values of the Union;
- (b) Set goals for the year and plan implementation;
- (c) Discuss annual activities and student issues (academic, social and financial) in each college;
- (d) Introduce delegates to the resources and opportunities that exist for them on campus; and
- (e) Provide continuity by passing knowledge from the outgoing to the incoming officers during transition sessions; and
- (f) Increase communication and cooperation among its member associations and further the interests of its member associations to the campus community and beyond;
- (g) Increase student awareness, participation and involvement; and
- (h) Promote the positive reputation of student societies and students in general by highlighting their achievements.

### Board Composition

(1) The Board of College Presidents is composed of:

- (a) the USSU President as chair;
- (b) the USSU Vice President (Operations and Finance) as vice-chair;
- (c) the USSU Vice President (Academic Affairs);
- (d) the USSU Vice President (Student Affairs);
- (e) the President(s) of the Agricultural Students Association (ASA);
- (f) the President(s) of the Arts and Science Students' Union (ASSU);
- (g) the President(s) of the Education Students' Society (ESS);
- (h) the President(s) of the Edwards Business Students' Society (EBSS);
- (i) the President(s) of the Indigenous Students' Council (ISC);
- (j) the President(s) of the International Undergraduate Students' Association (IUSA);
- (k) the President(s) of the Kinesiology Student Society (KiSS);
- (l) the President(s) of the Law Students' Association (LSA);
- (m) the President(s) of the St. Thomas More Students' Union (STMSU);
- (n) the President(s) of the Saskatchewan Dental Students' Society (SDSS);
- (o) the President(s) of the Saskatchewan Pharmacy and Nutrition

- (p) Students' Society (SPNSS);
  - (p) the President(s) of the Saskatoon Engineering Students' Society (SESS);
  - (q) the President(s) of the Saskatoon Nursing Students' Society (SNSS);
  - (r) the President(s) of the Student Medical Society of Saskatchewan (SMSS); and
  - (s) the President(s) of the Western Canadian Veterinary Students' Association (WCVSA).
- (2) Any College Society founded in and for an academic college unit of the University is entitled to membership in the Association of College Presidents upon ratification by the USSU Executive.

## Meetings

### Schedule and attendance:

- (a) The Association shall attempt to meet once a semester from September to April, inclusive.
- (b) An additional meeting shall be called if one third of the members submit a written request to the chair or vice-chair for a meeting.
- (c) All Executive members of the member associations are entitled to attend the Association meetings.
- (d) Other persons may attend the Association meetings if invited by the chair.

Contact Information: President 966-6965			
Policy Authority: Executive Committee			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Created/Adopted	Executive Committee	15/02/12	EXEC094

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## **Proposed Residence Councilor Bylaw Amendment**

The USSU Executive is proposing a change to the USSU Bylaw Section 23 Part 4, which currently reads as follows:

(4) In addition to members from Colleges, the USSU will also have members from the following, based on the criteria articulated in 23:1(a) and (b):

- . (a) International Students
- . (b) Indigenous Students
- . (c) Residence

What is being proposed is to remove the representative from Residence. There has not been a representative for a number of years. The Voyageur Place Residence Association (VPRA), which was a representative group for residence students, also disbanded a number of years ago.

There have been challenges with attempting to operate an election for residence since the Residence Office is selective about which students they will allow to vote. This has led to problems defining the constituency of this position as defined in the Bylaw.

The current USSU by-elections for Member of Students' Council positions has brought to light logistical, representation and legitimacy issues vis a vis Residence. By definition any undergrad student living in residence already has representation at USC through their college representative(s). As such the USSU Executive is proposing that this position is removed from Section 23 Part 4.

As the orientation meeting for the USSU General Election will be held next week, a motion to move this item from New Business to Business will be made so that a decision can be made and the Elections Committee can be certain what positions are required to be filled.

# **University Students' Council Agenda**

Thursday March 8, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Michael Stevens, Chair CEDC**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – March 1, 2012**
  - 4.2 Executive Committee Minutes – March 6, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report – March 1, 2012**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – March 3 & 5, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Summer U-Pass**
- 7. New Business**
  - 7.1 2012/2013 USSU Budget**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday March 1, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic  
Alex Ferwerda, VP Student Affairs  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rylan Goudreau, Education  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Lesley Tyler, Nursing  
Michael Stevens, Law  
Noel Zimmer, Engineering  
Marylou Mintram, ISC  
Kerollos Wanis, Medicine

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Desiree Steele, STM

## Absent

## Guests

James Pepler  
Stephanie Mulhall  
Annie Battiste  
Daniel Arnot  
Tannara Yelland – The Sheaf  
Daryl Hofmann – The Sheaf  
Ishmael Daro – The Sheaf  
Alexandria Werenka  
Steven Heidel  
Becky Zimmer  
Bob Ferguson – Campus Safety  
Dave Hannah – SESD  
Ivan Muzychka – AVP Communications

Meeting was called to order at 6:15 pm.

## 1. Agenda

Move to change 7.1 Residence Councilor to 6.2 under Business.

**USCMotion143:** VP Nystuen/President Hitchings

**Carried**

Move to adopt the agenda as amended.

**USCMotion144:** Councilor Brown/Councilor Thompson

**Carried**

## 2. **Introductions and Announcements**

VP Topola introduced James Pepler.

VP Ferwerda introduced Stephanie Mulhall, Annie Battiste, Tannara Yelland, Ishmael Daro, Daryl Hofmann and Alex Werenka.

President Hitchings introduced Bob Ferguson, Dave Hannah and Ivan Muzychka.

## 3. **Council Address**

### 3.1 **Stephanie Mulhall**

Move to go into informality.

**USCMotion145:** Councilor Thompson/VP Topola

**Carried**

Stephanie Mulhall introduced herself and noted she works on campus as a Retention Coordinator and is also a student. Ms. Mulhall introduced Annie Battiste, who works at the Aboriginal Student Centre. Ms. Mulhall noted that as part of her role as Retention Coordinator, one of the things she is suppose to do is to ask questions about student need and to assess that. About two years ago she conducted Aboriginal student focus groups and quickly realized that there was a discrepancy on our campus in terms of treatment and there are big issues around racism, discrimination and harassment. As someone on campus who facilitates programs, the question was how do we begin to change things and to create movement on campus. At the same time, Ms. Battiste was thinking a very similar thing and was putting together the Take a Stand committee. The Take a Stand Committee is the committee that's dedicated to the elimination of racial discrimination on campus. Posters were made, but nothing else was really being done. The work that the committee is doing is really great, but Ms. Mulhall wanted to know how to begin to address racism on campus. A leadership development workshop was put together and deliberately geared towards student leaders because they wanted to impact the people who were influencing students. They wanted to impact the people who might be able to step in during those situations where something might be taking place. The group recruited Sheila McLean, who is a fabulous Ed Foundations professor, to begin to facilitate the workshop. The workshop takes place on March 21, the International Day of Elimination of Discrimination and during Aboriginal Achievement Week. The workshop will only take 30 people and they would like to open 10 spots up to USSU Councilors. It is a free workshop.

Annie Battiste added that the workshop will look at criminology, history of racism, the kinds of racism and what exactly is racism and discrimination. This is a way for people to branch out and give tools to better combat comments and things seen in the media and at the University and to better understand the historical look at it and where we need to be in the future for emerging leaders.

Councilor Brown asked if there was a signup sheet. Ms. Mulhall noted she had a signup sheet as well as details of the event that she will leave with VP Ferwerda for Councilors who are interested. Ms. Battiste noted that the group can be made bigger and 10 people

doesn't necessarily have to be the maximum.

### **3.2 Bob Ferguson – Campus Safety**

Dave Hannah noted that he, Bob Ferguson and Ivan Muzychka were all invited by President Hitchings to address Council about the recent notification sent out about a reported sexual assault in the University Residences. The notification went out on February 17<sup>th</sup>, the reported assault took place on January 1<sup>st</sup>. He would like to start by saying that this is a police matter, a criminal matter, that is under investigation by the Saskatoon Police Service, so he will not be able to answer any questions about what the report was or the details of the incident. Some of the information in the StarPhoenix a couple of days ago was released. Any criminal matter that happens on campus, Campus Safety does not have the jurisdiction or authority to investigate those events and go immediately to Saskatoon Police. Campus Safety is really on the backburner for this incident and city police do the investigation. The key issue most students are asking is why the delay in sending out the notification, so Dr. Hannah is happy to talk about that and about some of the changes that are in the process of being made.

There are all kinds of events that happen on a campus this size. There are 25,000 or more people on this campus everyday from September to April. The U of S campus would be equivalent to the fifth largest city in Saskatchewan by population, so it is inevitable there are going to be things that are going to happen on this campus. The question that is always before us is what kind of things do we need to report to the campus community and when does it need to be reported. Dr. Hannah can think of two instances within the last couple of years where a report has been sent out to the campus. In both cases, they involved a series of events that happened over a limited time. One of them was a series of locker thefts from this past fall. About four years ago there was a series of assaults on Cumberland Ave, not on University property, but many students walk to and from school on this street. In this particular case, there was a report of a sexual assault. The information the University got in the early days was very sketchy and didn't have any reports from the victim. There was some information from a third party. Saskatoon Police didn't believe there was a continuing threat. Dr. Hannah notes that apart from these situations where there are a series of incidents that happen, the criteria that the University used in the past is based on the information they do have and if they believe there is a threat to other members on campus. Based on the information that they did have, the University did not think that there was a continuing threat to the campus community, so nothing was sent out. In early February, there was a request from a family member of the victim to meet with University officials. The family was very concerned based on the information they had. What the conversation did was to get the University to reconsider about whether or not there was a continuing threat to the campus. The family believed that when an incident like this takes place, the University should report it, whether it is believed there is a threat or not. The University should be notifying the campus of these kinds of events and let the campus community decide if there is a threat or not. Campus Safety has been reviewing the practices that are emerging on campus across Canada and the USA in this regard. The past practice on many campuses was that they only issue these notifications when they believe there is a continuing threat. Last week there was an incident at an Ontario university, another alleged sexual assault involving residence students, that was not released. Not that

this is an excuse, but the U of S is not the only university that has been following this practice. What is happening now, is universities across the country are starting to recognize that reporting these kinds of incidents when they occur is the right thing to do, so people are notified and warned and then they can take whatever appropriate actions they choose to or not to. Often when these events involve criminal matters, the information is very sketchy and the university may only be able to report limited details.

Dr. Hannah mentioned the reason why the University has been careful as to sending these notices out too often, is the little boy who cried wolf syndrome. If these notifications are going out on a regular basis, on any little thing that happens, that people start to ignore them and don't pay attention to them.

Dr. Hannah noted he would like to hear Council's thoughts on this idea and what the criteria be and what kinds of situations should the University be reporting to the community.

Dr. Hannah introduced Ivan Muzychka as the new AVP Communications who has responsibility for helping develop the communications protocol in these kinds of situations. Bob Ferguson is the director of Campus Safety. Both are directly involved in these situations when they occur.

Councilor Konkin commented that on situations like this, there doesn't need to be immediate notification unless there is a continuing threat. That needs to be the first assessment that's made. If there is immediate danger to members of the campus community then that needs to come out. After that assessment has come back and it's decided there isn't an immediate threat, then Councilor Konkin thinks that's when the University has to consult with police and the family of the victim and find an appropriate way and time to bring forward this information. Councilor Konkin believes that in this instance it would have better to notify the campus community sooner. Dr. Hannah commented that there has been discussion on what the new protocol should look like. The idea of two different levels of alerts has been brought up. If there is an immediate danger on campus, that would be the kind of notification that the University should get out as soon as possible.

Member Daro commented that if a notice was sent out everyday, people will start to delete those emails. The delay isn't really about the mass email, the delay is about the information. Campus Safety keeps pretty specific stats about what goes on on campus. The notice could have been released with the limited information and the press could have been notified. When the notice did go out, the timing was late on a Friday afternoon and made it very difficult for The Sheaf and the StarPhoenix to figure out what happened. So in addition to the delay, it is the fact that it is not an either or to keep the information withheld or to send out a mass email. There are many ways to keep in touch with students. Dr. Hannah noted that it didn't occur to the University that sending out the notice on a Friday before the long weekend and before reading week, might look a little fishy to some people. Dr. Hannah mentioned that one of the things that prompted the university to make the decision to release the email was a meeting that was had with family members of the

victim on Thursday evening. It was their request that the notice go out as soon as possible before the weekend. The USSU was not contacted and Dr. Hannah notes this was a mistake. The media was not contacted either.

Councilor Brown asked in regards to the continual threat, had the perpetrator been a student on campus, would that be considered a continual threat? Dr. Hannah commented that the call would be made each case on its own merits. It might depend, for example, if that person was a student living in residence or same residence building, it's difficult to lay down a one-size fits all answer to that question. From what is known from the police, when they make these kind of determinations, it's based on have both parties been identified, is there a relationship between them, etc.

President Hitchings commented that there certainly needs to be some sort of threshold in the degree of seriousness of a particular incident before it gets released. That would hopefully take away from the fact that there might be an email sent out everyday. If there is a certain threshold above which something must be reported, he thinks a sexual assault would count as one of those things. If something like that were sent out everyday, President Hitchings would say there is a larger problem on campus that needs to be solved. President Hitchings agrees with Councilor Konkin that there needs to be much more taken into account than just the chance that an incident will happen again.

Dr. Hannah polled Council to see how many would say the criteria should be an imminent or continuing threat to the community and how many would say it doesn't matter what the incident, it should be reported.

VP Ferwerda commented that as for the criteria of being any continual threat to students on campus, based on his understanding of the situation that occurred, if one of these people were a student on campus that would be more than grounds of an ongoing threat to students. Dr. Hannah commented that there is much more information that has come out on this case in the last week and since the release of the notice. As more information becomes available, it's easier to make a more accurate judgment about that. That would be one argument to say that it doesn't matter, report it and let people make their own minds up. That is the sort of direction the University is leaning in.

Councilor Clark asked with this incident, as well as a missing persons case on campus, what kind of proactive measures is campus safety taking and if there are any specific initiatives being brought forward? Bob Ferguson commented that Campus Safety has a new crime prevention sergeant, Pat Lund. That position was created in the last year. Her job is to go out into every college and work with each student group to work on initiatives within the colleges. She is looking for invites. Agriculture students had her last week and Engineering will have her next week. Sergeant Lund is quite willing to come out and work with student groups on anything they need inside the college and she does do a lot of training. Campus Safety is open for any ideas. Mr. Ferguson noted there are videos on the campus safety website with different types of awareness that students can look at. Campus Safety officers are publicly in the colleges. There is also a RAD (rape aggression defense) program with Campus Rec that is available, which is a 10-hour course at \$25. Anything

that Campus Safety can do with the college groups, they are willing to help with.

VP Nystuen asked Dr. Hannah when something like this happens on campus, are the police open to the University as to what is going on or is it difficult for the University to get a hand on the information? Dr. Hannah commented that it is variable. Sometimes the city police are very forthcoming, and at other times not so much. One of the things they have identified as a follow up action is to have some follow up meetings with the Saskatoon Police to request that they first of all inform the University every time they're investigating an activity or criminal event that has occurred on campus. This has not always been the case; there have been investigations that have happened that the University did not know about. In response to this event, is to assign someone from Campus Safety when there is an incident that the University does know about to follow up on them proactively, instead of waiting for them to make sure we are taking the lead to contact them to find out what information they will share. What the University does not have control over is the fact that they may choose not to share. Bob Ferguson noted that because they are a full police service, they are not required to share with Campus Safety, but Campus Safety is required to share with them. When the University gets a report that is a third party report, we have to give it to the city police and let them manage it. Campus Safety can work with the city police.

VP Nystuen asked, in regards to the notification, it was the victim and her family's wish to have it released; normally, are the victims involved at all in the notification process? Dr. Hannah could not think of another instance that he is aware of where the victim has had input either way. He notes that this raises an interesting question that he had not thought of, which is, what if you had somebody who says they don't want this information circulated to the University community? Do they have that right? Dr. Hannah is unsure of the answer. Dr. Hannah noted that the University is very careful during these situations to never try to give any information that will identify the victim or the perpetrator. Mr. Ferguson notes that they will not accept a report from somebody if they don't want anything done with the investigation; it has to be investigated. Someone who brings something to Campus Safety where they don't want an alert going out, Campus Safety will make sure their name/identification isn't involved.

VP Nystuen asked about the proposed mass notification system the University was looking into and what was happening with that. Dr. Hannah commented that it is in testing. The University has purchased, and is in the processing of implementing, a mass notification system that is text based for students and staff on campus. It will be a subscription service. An email will be sent out very soon to the campus community about the new service. It is an opt-in service where students and staff will have to provide their cell phone number and email address. Eventually some technology will be in place where all plasma screens could send out the immediate message. This term for sure the text messaging notification system will be up and running.

Member Arnot asked if the Saskatoon Police had done any scenarios on campus in regards to response time. Dr. Hannah commented that real life scenario has not been done in a long time, but a new person has been hired in the Risk Management Department who is in

the process of helping the University on a number of simulation activities and a real life fake emergency scenario. Bob Ferguson commented that training scenarios are done on campus and the city is involved, but have never been in the scenarios. The city police do train on campus using the abandoned buildings every night. Campus Safety has a radio system that is on the same system as Saskatoon Fire and Police. The response time depends on the time of the day.

Member Arnot commented that in the Arts & Science building there are emergency procedures posted on a bulletin board, where they are competing for people's attention. He believes the vast majority of people don't know what to do in the event of the unthinkable and would strongly suggest that everyone on campus know about what to do in an emergency and be more aware. Dr. Hannah asked for any suggestions for what the best way to get that message out to students in ways that will grab people's attention. Mr. Ferguson commented that every building has fire drills every year, as part of the safety procedures. He noted there are two videos available to be shown to colleges as a training measure.

Dr. Hannah thanked Council and noted the appreciation for feedback. Dr. Hannah noted that the same conversation would be taking place at the Student Forum meeting on March 8<sup>th</sup> from 3 p.m. to 5 p.m. in the Grad Student Commons. Councilors are welcome to attend.

Ivan Muzychka thanked Council for inviting him to the meeting. He noted that the University is working on the messaging protocol and invited Council members to provide feedback.

Move to go back into formality.

**USCMotion146:** Councilor Froh/Councilor Brown

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – February 9, 2012**

##### **4.2 Executive Committee Minutes – February 13 & 27, 2012**

Councilor Brown asked about the Event Continuity Policy and why it was removed, as he thought it was a good idea from what he understood about it. President Hitchings commented that the main reason why it was eliminated was because it was somewhat redundant and could be done better by putting a single line or couple of lines into the Executive Protocol Policy, as it is signed as a contract.

##### **4.3 Academic Affairs Committee Minutes – February 9, 2012**

##### **4.5 Code of Ethics Disciplinary Committee Minutes – February 15, 2012**

##### **4.8 Budget and Finance Committee Minutes – February 15, 2012**

#### **4.9 Student Affairs Committee Minutes – February 16, 2012**

Councilor Thompson commented that he was absent for that meeting as he was busy with school and did not send in regrets and apologized for that.

#### **4.10 Sustainability Committee Minutes – February 10, 2012**

### **5. Motions Arising from Minutes and Reports for Information**

Move for Council to go in camera.

**USCMotion147:** Councilor Stevens/President Hitchings **Carried**

Move for Council to come out of in camera

**USCMotion148:** Councilor Stevens/Jared Brown **Carried**

Move to adopt the minutes.

**USCMotion149:** Councilor Thompson/Councilor Fineday **Carried**

### **6. Business**

#### **6.1 Summer U-Pass**

VP Nystuen commented that he would like to table the item until next meeting as the USSU survey is still ongoing and would like to wait until closer to the end to see the results. In addition, VP Nystuen is still in the process of consultations with some student societies.

Move to table 6.1 Summer U-Pass until next Council meeting.

**USCMotion150:** VP Nystuen/Councilor Froh **Carried**

#### **6.2 Residence Councilor – Proposed Bylaw amendment**

VP Nystuen noted that the document was included in the USC package. Due to the challenges surrounding the election of representatives from residence and the grey areas there, the Executive are proposing to amend the Bylaw at Council to remove the position of a residence Councilor.

Councilor Brown asked what kinds of issues typically arise from residence in contrast to someone who does not live on campus. Are specific issues that would be able to be put forward if there was a representative on Council? VP Nystuen commented that he wasn't sure; however, not having that Councilor doesn't preclude those issues from being brought to Council. Issues can be brought to any member of the Executive or to Council. Defining a constituency is the problem because the buildings across the street, although students consider them residences, the University considers them apartments. The University won't give the USSU the emails to conduct an election with those members.

Councilor Brown asked if the USSU was in violation of the Bylaw by them not sitting on Council.

Member Heidel agreed with VP Nystuen that students can come with issues to the Executive or Council and notes that he is in support of this amendment.

Councilor Anderson asked why wasn't this issued addressed at the SGM. VP Nystuen commented that both times leading up to the AGM and SGM, it was discussed within the Executive, however, for both of those meeting there were other issues surrounding Section 23 that really came to the forefront. This is coming to light because someone did come forward and weren't able to run because they lived in the wrong residence building.

Councilor Konkin commented that ideally there would be a representative from residence on Council, but the students in residence don't seem to be organized politically or clamoring to express their opinions. In the meantime, it would make more sense to put something into the VP Student Affairs portfolio and consulting with residence students.

VP Nystuen agreed and noted that the Executive is in the process of developing a more straightforward understanding of Executive duties and roles.

Move to amend the Bylaw to remove the position of a residence Councilor.

**USCMotion151:** VP Nystuen/President Hitchings

**Carried**

## **7. New Business**

## **8. Questions and Comments**

VP Topola commented that the Academic Affairs Committee and the Academic Advocacy Office are in the process of finishing up the Experience in Excellence award winners process. Teaching Excellence Awards and a number of other awards will be presented at the ceremony. VP Topola sent out nomination forms to Councilors. Nominations have to be in by March 5<sup>th</sup> so Executive can decide on winners.

President Hitchings reminded Council about the general Elections for the USSU. The mandatory meeting for anybody who wants to run for any Executive position will be held on Monday, March 5<sup>th</sup> at 4 p.m. On Tuesday, March 6<sup>th</sup> at 4:00 p.m. is the exact same mandatory meeting, but for those who want to run for an MSC position. At each of those meetings, nomination forms will be given out, which need to be filled out and returned to the USSU by 4:00 p.m. Friday, March 9<sup>th</sup>. With Executive nomination forms, a \$100 deposit is required. Forms go out March 5<sup>th</sup> and 6<sup>th</sup> and due back on March 9<sup>th</sup>. Campaigning begins on March 19<sup>th</sup> and ends on March 29<sup>th</sup>. The deadline for filling out the USSU survey is March 9<sup>th</sup> and there are some good prizes to be won.

Councilor Anderson commented that students in Vet Med aren't done school at 4 p.m. and those who are interested won't be able to attend. President Hitchings commented that in an

event where someone cannot attend the meeting for legitimate reasons, they can talk to GM Cottrell to reschedule.

VP Nystuen commented that it was budget week for the USSU staff. Next Thursday the budget will be tabled at Council. The following Thursday, March 15<sup>th</sup>, will be the budget walkthrough. This year VP Nystuen has decided to do one meeting for all students, instead of two separate meetings.

VP Nystuen commented that the USSU survey is suppose to close Friday March 9<sup>th</sup>, but it might be extended if there is not enough feedback. Currently 75 people have filled it out, which might not make it statistically relevant. VP Nystuen encouraged Councilors to fill out the survey and to send out emails to societies and colleges to fill it out. The prizes include a Playstation, \$200 cash and a few backpacks.

VP Topola noted that on March 7<sup>th</sup> in the Learning Commons there is a speed scrabble tournament for literacy. Councilors are encouraged to donate and attend. VP Topola also commented that on March 15<sup>th</sup> there is an Expo in the North Concourse of Place Riel. The Expo is on Experiential Learning classes.

Councilor Bozek commented that she filled out the USSU survey, but the process of getting to the actual survey was a bit difficult. She commented that if the survey was easier to access, students might be more willing to fill it out.

Councilor Konkin commented that the STMSU successfully amended their constitution to put the MSC elections in the hands of the USSU.

Councilor Brown commented that he was asked by Jordan of the ASC to let everyone know that there is a sweat March 9<sup>th</sup> at Whitecap. There is a bus leaving at 12:30 and all Councilors and members are invited to attend. Councilor Brown noted there was concern as to why there was no signage in Place Riel for the Aboriginal Student Centre.

VP Topola noted that after conferring with President Hitchings, they felt it was appropriate to wish a happy birthday to Justin Bieber on behalf of VP Nystuen.

Councilor Thompson congratulated the union on another successful We Are All Treaty People Week. He is happy to see the event continuing and is looking forward to hearing about it in the years to come.

Member Daro commented that The Sheaf offered to help host a debate during the USSU elections at Louis' to help generate more interest in the elections. The Sheaf would like to lend whatever resources they can and look forward to doing it if it happens.

Councilor Clark commented on Friday, March 2 from 8 a.m. to 12 p.m. in the College of Education is a teach-in. There are a number of speakers attending to talk about social justice issues, environmental issues, etc. Councilors are encouraged to attend.

Councilor Sinclair commented the week of March 5-9 is Pharmacy Awareness week. There are some speakers and other events happening. Councilors are encouraged to check it out.

VP Ferwerda commented that the signup sheet for the racism and discrimination workshop on March 21 will be at the back of the room. Prior to the Take A Stand campaign, VP Ferwerda was involved in a workshop with the different ways to define what the difference between racism and other forms of negative attitude. He encourages all Councilors to signup and attend.

Councilor Mintram commented that Aboriginal Achievement week was taking place March 19<sup>th</sup> to March 23<sup>rd</sup>. ISC will be hosting a banquet on March 19<sup>th</sup> and would like to invite all Councilors. Tickets can be bought from Councilor Brown or Mintram.

President Hitchings reminded Council of the USSU Radio show on Tuesdays at 7 p.m. President Hitchings announced he will be joining VP Ferwerda on the show and encourages Councilors to listen in.

VP Ferwerda commented that there have been many wonderful guests on the radio show and encourages Councilors to attend.

## **9. Other Business**

### **9.1 Association of College Presidents Policy**

President Hitchings commented that the policy is one that Executive made because it was promised. This policy in a way replaces the Board of College Presidents, although it in a sense fixes the problems that existed because it is not mandatory and would be breaking the Bylaw. It does not need to be passed through Council, but brought to the meeting to bring to Councilors attention.

## **10. Adjournment**

Move to adjourn.

**USCMotion152:** President Hitchings/Councilor Thompson

**Carried**

# Executive Committee

Minutes for Tuesday March 6, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 3:35 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Board of governors (Monday & Tuesday)
- Exec meeting
- Meeting with Jason Ventnor re: elections
- Exec team building lunch
- Speed scrabble tourney
- Meeting with Professor
- Class
- USC
- Student hearing meeting
- Class
- Blog

### **VP Topola**

- Attended class
- Attended PAL meeting at ULC
- Administered TEA surveys
- Met with the Student Forum executive
- Worked on ULC promotional video
- Prepared for and chaired AAC meeting
- Attended Speed Scrabble Organizing meeting
- Attended Ideas of March organizational meeting
- Attended Executive Committee meeting
- Typed up AAC minutes
- Sent plasma points to Jason Ventnor
- Attended USC

### **VP Nystuen**

- Met with SPNSS regarding a potential Summer U-Pass
- Attend we are all Treaty people events
- Speed Scrabble practice event
- USC
- Executive meeting (x2)
- Budget Review meetings all operations and departments (x14)
- USSU Staff meeting
- Budget and Finance Committee: Budget Review meeting

### **VP Ferwerda**

- Day Care Board Meeting
- We Are All Treaty People Week (four presentations Mon-Thu)
- Mentor Meeting
- Class
- Staff Meeting
- Exec Meeting
- Half ADO
- Sustainability Learning Community
- Radio Show
- Budget and Finance Committee meeting
- Met with Student about Sustainability event
- Liased with Centres
- Budget Review Meetings
- USC
- Event Planning World Water Day
- Event Planning Earth Hour

## **4. Business**

### **4.1 5 Days for the Homeless**

Megan Orr, Project Manager for 5 Days for the Homeless, gave a presentation to the Executive. The charity campaign is looking for USSU Executive sponsorship in the form of monetary sponsorship and/or “in-kind” sponsorship (clothing and food). Executive discusses budget and sponsorship.

**Move to donate \$500 cash to 5 Days for the Homeless and boxes for money collection.**

**EXECMotion104:** President Hitchings/VP Ferwerda

**Carried**

### **4.2 Executive HR Policy**

VP Nystuen commented on the Executive HR Policy and thinks the Executive get too many days off. He noted that Executive don't tend to take the amount of days off as permitted, which means the USSU has to

pay them out when their term is over. VP Nystuen suggests 12 flex days as an option. President Hitchings disagrees and noted that some future Executive may use the total amount of days allocated. President Hitchings also commented that it works well based on the time and effort put in to the job. VP Topola agreed with President Hitchings.

4.3 World Water Day Poster Proposal

**Move to approve World Water Day Poster Proposal (see attached).**

**EXECMotion105:** VP Ferwerda/President Hitchings **Carried**

4.4 Selecting EIE Winners

**Move to go in camera.**

**USCMotion106:** President Hitchings/VP Topola **Carried**

**Move to go out of camera.**

**EXECMotion107:** President Hitchings/VP Topola **Carried**

4.5 Childcare Sponsorship

USSU Childcare centre would like table sponsorship for a fundraising bake sale in the tunnel.

**Move to sponsor USSU Childcare centre with a table in the tunnel.**

**EXECMotion108:** VP Nystuen/President Hitchings **Carried**

4.6 Campus Rec

**Move to sponsor Campus Rec with four \$25 USSU gift cards.**

**EXECMotion108:** VP Nystuen/President Hitchings **Carried**

4.7 Senator Election Policy

**Move to approve the Senator Election Policy.**

**EXECMotion110:** President Hitchings/VP Nystuen **Carried**

4.8 Plastic Free Plasma

**Move to approve the advertising for Plastic Free on the USSU plasmas.**

**EXECMotion111:** VP Ferwerda/President Hitchings **Carried**

4.9 Summer U-Pass

VP Nystuen has written up and sent out the Summer U-Pass letter to Executive, which will eventually be sent to city council.

**Move to support the Summer U-Pass.**

**EXECMotion112:** VP Nystuen/VP Ferwerda **Carried**

4.10 Earth Hour

VP Ferwerda sent out the Earth Hour proposal to the Executive. Budget is \$510, yet that amount will probably go down once the Office of Sustainability commits to the event.

**Move to approve the Earth Hour proposal (see attached).**

**EXECMotion113:** VP Ferwerda/President Hitchings

**Carried**

4.11 Position Profiles

Executive will send their position profiles to President Hitchings.

5. **Adjournment**

Meeting was adjourned at 4:05 p.m.



### **USSU Executive Project Proposal**

<b>Executive Member</b>	<b>Proposed Project/Event</b>	<b>Event Date</b>	<b>Budget Line Number</b>	<b>Budget for Project/Event</b>
<b>VP Student Affairs</b>	<b>World Water Day</b>	<b>March 24<sup>th</sup></b>	170-5490-00	<b>35\$ (Printing)</b>

## **Executive Project Proposal**

### **Earth Hour Carbonless Community Concert**

A.2. Proposed by: Alex Ferwerda -- VP Student Affairs

#### **II. Analysis**

##### **A. Background Information and Need:**

More than five thousand cities in over 135 countries switched off their lights for Earth Hour in 2011. This event sends a powerful message for action on sustainability and climate change. The USSU through its policies and practices is adamant about sustainability and this event will be a great means to continue doing so.

##### **A.2. Event Details:**

The event will take place March 31<sup>st</sup> from 7 PM until 12 AM. There will be a candle lit music performances along with information and networking in regards to sustainability. There will be tickets at the door and the event will be sponsored by Paddock Wood Brewing. There are currently three performances booked: Chad Reynolds, Minor Matter, Laura Artus.

#### **B. Target Group and Characteristics**

B.1. Primary Target: Undergraduate Students

B.2. Secondary Target (s): The greater Saskatoon community.

#### **D. Key Considerations**

##### **D.1. Detailed Budget:**

\$250 – Rental and staffing of Browser's (half potentially covered by SENS or Office of Sustainability),

\$35 -- Posters

0\$ -- Door Prizes from Paddock Wood

\$0 -- Musicians (split ticket sales)

\$125 -- Five Honorariums at 25\$ a piece

\$100 -- Candles

0\$ -- Mugs from Browser's

D.2. Budget Line: 170-5490-00

D.3. Total Budget: \$510

D.4. Organizational Requirements:

Browser's will be Staffing the event and I will be spearheading this event with Shannon Dyck from the office sustainability.

D.5. Timeline: March 31<sup>st</sup>, 2012

Academic Affairs Committee Minutes  
Thursday March 1, 2012  
7:30- 8:30 am Browsers

Present: Kelsey Topola, Mandy Elash, Jenna Moellenbeck, Jennifer Bozek, Desiree Steele, Alexandria Werenka, Scott Adams, Dylan Knowles, Alex Ferwerda

1. **Call to Order**

The meeting was called to order at 7:37 am

2. **Adoption of the Agenda**

VP Topola asked for a motion to adopt the agenda Carried

**AAB Motion08** Werenka/Knowles

3. **Business**

**3.1 EIE Biographies and Presentations**

VP Topola stated that each member of the committee will be called upon to present a teaching excellence award during the EIE ceremony at the end of March. She also passed around a tentative list of winners and asked members to sign up for one. VP Topola explained that presenting an award also entails contacting the winner for a short interview and putting together a small biographical introduction to the EIE ceremony.

Councilor Steele asked if it was required everyone stay for the entirety of the ceremony. VP Topola said that it was not but if a member had to leave early or if they were going to be late or absent advance notice was required.

**3.2 Sign-in/Welcome Board**

VP Topola stated that this year the EIE ceremony would feature a welcome or sign-in board that attendees could sign like a welcome book. She asked for volunteers to help make the board. Member Werenka and Councilor Moellenbeck volunteered.

**3.3 Set-up and Clean up**

VP Topola stated that the EIE awards would run from 1-4 pm on Sunday March 25 at Louis and that committee members were to be there early and to stay late to help with any set-up or clean up tasks

**3.4 Ideas**

VP Topola asked if anyone has any ideas they wanted to incorporate into the ceremony this year.

Councilor Steele said that the inclusion of a power point of past winners to run throughout the afternoon would be nice.

VP Topola said that any ideas that come to committee members could also be emailed to her as well.

**3.5 Next Meeting**

The committee decided on Thursday March 22 at 7:30 am in Browsers as their next meeting time.

4. **Questions and Comments**

There were no questions or comments

5. **Adjournment**

VP Topola asked for a motion to adjourn the meeting,  
**AAB Motion09** Bozek/Knowles

Carried

# Budget & Finance Committee Minutes

March 3, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell, Amanda Mitchell, Freda Salikin, Jason Kovitch

**1. Call to Order**

The meeting was called to order at 9:12am.

**2. Call for Quorum**

Quorum was present.

**3. Business**

The proposed 2012-2013 operating budget and proposed capital expenditures were presented to the Budget and Finance Committee. The committee reviewed and discussed the operating and capital budget.

Move to approve 2012-2013 operating and capital budget.

**BFC Motion88 Nystuen/Konkin**

**Carried**

**4. Adjournment**

Move to adjourn.

**BFC Motion89 Ferwerda/Heidel**

**Carried**

Meeting was adjourned at 3:57pm

# Budget & Finance Committee Minutes

March 5, 2012

Present: Alex Ferwerda, Kelsey Froh, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Regrets: Steven Heidel, David Konkin

## 1. Call to Order

The meeting was called to order at 1:05pm.

Move to adopt the agenda.

**BFC Motion90 Nystuen/Wood**

**Carried**

## 2. Call for Quorum

Quorum was present.

## 3. Board Presentations

None.

## 4. Business

### 4.1 Funding Requests

#### 4.1.1 Saskatoon Psychology Students' Society- Merchandise Sale

Move to sponsor \$200 USSU funds for this event.

**BFC Motion91 Wood/Zimmer**

**Carried**

#### 4.1.2 Economic Student Society- ESS Banquet

The Committee decided not to fund this event as the Campus Groups Policy states that graduations and year-end banquets will not be funded. The committee determined that this was a year-end banquet.

#### 4.1.3 U of S Table Tennis Club

The Table Tennis club asked the committee to reconsider their last funding request. They did not know what the year maximum was or how funding is broken down. As they have received the maximum amount of funds for the year they can, they are asking for some money for a small event at Louis' for the winners and volunteers of the tournament.

**BFC Motion92 Ferwerda/Wood**

**Carried**

## 5. New Business

No New Business.

## 6. Questions & Comments

VP Nystuen thanked everyone for coming out to the budget meeting all day Saturday March 3, 2012.

7. **Adjournment**  
Move to adjourn.  
**BFC Motion93 Moellenbeck/Froh**

**Carried**

Meeting was adjourned at 1:21pm.

March 6, 2012

In 2005 the University of Saskatchewan Students' Union held a referendum on whether undergraduate students would be in favour of a two-year trial for a mandatory universal bus pass. This referendum was successful and at the conclusion of the two years another referendum was held to assess whether students wished to continue with this U-Pass program. This was confirmed with over 80% of those who voted agreeing that the USSU should continue this program.

The U-Pass program has been very successful and has seen student ridership on transit steadily increase. Currently students make up roughly a third of all trips take on Saskatoon Transit. This is despite the current U-Pass program running only during the months of September to April.

Each year the USSU interacts with many students who come to us seeking the next, or summer, portion of their U-Pass. Currently this is not a program that the USSU can offer since the existing contract with Saskatoon Transit only covers the months from September to April.

The possibility does exist for Saskatoon Transit and the USSU to offer another portion of the U-Pass to students during the summer months. ~~There are~~ approximately 4,500 undergraduate students ~~that~~ enroll in Spring and Summer semester classes. This potential Summer U-Pass would be mandatory for these students. To fit with the academic schedule it would be most appropriate for a Summer U-Pass to be offered in 2- two month terms covering May and June and then July and August.

A Summer U-Pass offers the opportunity for the USSU, ~~and~~ the City of Saskatoon and Saskatoon Transit to again partner and create a successful program that is mutually beneficial through increased ridership while offering a discounted bus pass to students.

Summer ridership declines significantly in the spring and summer months when compared with the fall and winter months. A Summer U-Pass would help increase ridership during these slower months. However, for this program to be successful Saskatoon Transit will have to offer comparable service to that which is currently offered from September to April. The reduction and elimination of routes in the summer would make a program such as the Summer U-Pass ineffective for students. To ensure success of a proposed summer program the USSU would like students who will be returning in the fall semester, but who may not be enrolled in summer session class, to have the option to opt into this pass. This would encourage continued ridership year round and

would be a stepping-stone for students to use transit for more than trips to campus by using their Summer U-Pass to travel to and from their summer jobs.

I hope the City of Saskatoon and Saskatoon Transit are eager to work with the USSU towards the implementation of such a program. The USSU, through its Executive and University Students' Council endorses the concept of a Summer U-Pass and would like to work with the City of Saskatoon and Saskatoon Transit to develop such a program for students in this city.

# **University Students' Council Agenda**

Thursday March 15, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Reid Nystuen – Budget Presentation**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – March 8, 2012**
  - 4.2 Executive Committee Minutes – March 12, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Summer U-Pass**
  - 6.2 2012/2013 USSU Budget**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Max Fineday**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday March 8, 2012

## **Present**

Scott Hitchings, USSU President  
Alex Ferwerda, VP Student Affairs  
Adam Stenerson, Dentistry  
Annie Lucas, Nursing  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rui Du, International Students  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Lesley Tyler, Nursing  
Michael Stevens, Law  
Noel Zimmer, Engineering  
Marylou Mintram, ISC  
Kerollos Wanis, Medicine  
Desiree Steele, STM

## **Also Present**

Kelsey Topola, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Reid Nystuen, VP Operations and Finance  
Rylan Goudreau, Education

## **Absent**

## **Guests**

Tannara Yelland – The Sheaf  
Daryl Hofmann – The Sheaf  
Ishmael Daro – The Sheaf  
Steven Heidel  
Nolan Waldner  
Chris Stoicheff

Meeting was called to order at 6:15 pm.

## **1. Agenda**

Move to adopt the agenda.

**USCMotion153:** Councilor Brown/Councilor Thompson

**Carried**

## **2. Introductions and Announcements**

President Hitchings introduced Chris Stoicheff.

## **3. Council Address**

### **3.1 Michael Stevens – Chair CEDC**

Councilor Stevens commented that he had hoped the matter that the Code of Ethics Disciplinary Committee was dealing with was over, but it is not. This is about what was in the Sheaf this week concerning the CEDC meeting in camera that was discussed at the last

Council meeting. He doesn't want to lecture or scold anyone, but it was made quite clear at the end of the in camera meeting that information was to remain confidential, which it evidently did not. Breaching confidentiality is an extremely serious matter. Councilor Stevens outlined the potential repercussions for anyone who does breach the confidentiality by quoting the Bylaw. The breach would lead to automatic impeachment for anyone who is caught breaching the Bylaw. Breach of confidentiality is an offence under the Saskatchewan Non Profit Corporation Act.

Move to give GM Cottrell speaking rights.

**USCMotion154:** President Hitchings/Councilor Thompson

**Carried**

GM Cottrell commented that she has heard a lot of people blame the Sheaf for this, but she does not. The Sheaf did their job as they were handed information and did what any good newspaper should do, which is to report it. GM Cottrell noted she is deeply disappointed that somebody chose to come out of Council and leak this information. This Council made a decision not to give it to the Sheaf, and somebody chose to ignore that. GM Cottrell commented that she takes Councilors' roles very seriously. There are many ups and downs in politics, but if you want to be taken seriously, this is not the way to do it. GM Cottrell noted that if she found out who leaked the information before the end of the term, she would personally bring the motion of impeachment to the CEDC. She asked Council to not breach confidentiality and to take their fiduciary trust as governors of the organization as seriously as she does and do the job they were elected to do properly.

Councilor Stevens agreed with GM Cottrell in that it was not the Sheaf's fault, but the Councilor who breached confidentiality.

Member Waldner commented that as a student who was not allowed to be in the in camera meeting, he thanked the whistle blower for doing their responsibility towards their students and informing them of what was actually going on.

Councilor Stevens noted that is not the issue. The issue is the breach of confidentiality within Council, which is illegal.

Councilor Clark commented that she is extremely disappointed as well. She believes that the Councilor who spoke to the Sheaf had the intent to do so.

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – March 1, 2012**

##### **4.2 Executive Committee Minutes – March 6, 2012**

##### **4.3 Academic Affairs Committee Minutes – March 1, 2012**

##### **4.8 Budget and Finance Committee Minutes – March 3 & 5, 2012**

## 5. Motions Arising from Minutes and Reports for Information

Move to adopt the minutes.

**USCMotion155:** President Hitchings/Councilor Steele

**Carried**

## 6. Business

### 6.1 Summer U-Pass

President Hitchings moved to table the item since VP Nystuen is not present to discuss it.

Move to table Summer U-Pass.

**USCMotion156:** President Hitchings/Councilor Froh

**Carried**

## 7. New Business

### 7.1 2012/2013 USSU Budget

President Hitchings moved to table the Budget item. USC Chair noted that VP Nystuen would be doing a Budget walkthrough on March 15<sup>th</sup>. Councilors are encouraged to spread the word. GM Cottrell publically thanked the Finance Committee on behalf of the USSU for their work and sitting through eight solid hours to walkthrough the budget.

Move to table 2012/2013 USSU Budget.

**USCMotion157:** President Hitchings/VP Ferwerda

**Carried**

## 8. Questions and Comments

Member Stoicheff commented that he felt The Sheaf's article was inappropriate and would like to say a few words about it.

Mdm. Chair, I just want to congratulate The Sheaf for once again enhancing the quality of discussion and debate in student politics, and for contributing in a meaningful way to the issues that matter most to students. I'm really glad that their top story this week was not on something as lame and as boring as say the rising cost of tuition, housing, the need for more child care spaces on campus, or the quality and direction of our education system in general. I say leave that work to The Verb.

No, The Sheaf has uncovered a very serious and disturbing issue this week. When I first read it I could hardly believe it. They have reported on an issue that is so important to students; I myself could not just be passive and let the status quo continue.

Can you believe Mdm. Chair, as it was reported in The Sheaf, that Vice-President Ferwerda has allegedly been missing some meetings? And on top of that, he has allegedly been *late* for meetings! Well, when I was Vice-President and then President of this Union, I NEVER missed any meetings Mdm. Chair, nor was I ever late for any meetings. In fact, I would always arrive at least 10 minutes before each meeting was to begin and would wait patiently with my notebook. Likewise, Mdm. Chair, I can assure you that none of the

executive members I had the pleasure of working with, some of which are in this room, were *never* late for a meeting, *never* ever left work early, and *never* missed any meetings.

But not only has this here troublemaker been missing meetings, Mdm. Chair, he has also been allegedly advertising and planning his events poorly. Can you imagine Mdm. Chair, an executive member planning an event poorly? I can't think of any past executive member who has ever planned an event poorly and still kept their job. My events were never planned poorly, that's for sure! I remember thousands of people coming to my events. Thousands of them. I had a terrible time keeping the masses away.

But the crimes just don't seem to end Mdm. Chair. Can you believe that Vice-President Ferwerda has allegedly been getting into arguments with staff members and with members of the executive? The nerve of this guy! It is irrelevant that he has apologized. I can't even begin to imagine a situation in which co-workers in any organization might argue with one another. Can you? I for one never argued with my fellow executive members, ever. I have never argued with members of my staff in any workplace, and I'm sure no civilized individual would ever commit such an atrocity in any profession anywhere in the world.

Take journalists for example. I know that journalists are *never* late for work. My mother was one. I know that journalists *never* miss meetings, Mdm. Chair. As a reporter for the CBC, my sister *never* misses a meeting. And believe me, I know that journalists never ever get into passionate arguments with each other in the work place and never say things that are inappropriate or regrettable. I'm also certain, Mdm. Chair, that journalists *never* have human resource problems or issues that are of a private nature, and ought to stay that way for everyone's benefit. No, I'm certain that they never have those.

But it gets worse Mdm. Chair! The real story here is not that Mr. Ferwerda has been allegedly committing such vile atrocities such as showing up late for meetings. No, the real problem here is that this student council has been allegedly trying to keep this important information a secret! Shame on them Mdm. Chair, shame on them! Why would they want to keep such an important matter from their fellow students? It can't be because the accused is charged with petty offences, Mdm. Chair, that for the sake of human decency are better to be dealt with privately. No, it can't be that. It can't be because the integrity and reputation of the accused is at stake Mdm. Chair, for that is such a small matter that it need not be considered at all in this.

So I say a sincere thank you to The Sheaf, for their top-notch investigative journalism. And I congratulate them for putting their magnifying glass on an issue so small, that we are left with no choice but to see it for what it really is. I mean, why bore everyone by writing about the things Mr. Ferwerda has actually done this year like We Are All Treaty People Week, or the White Ribbon Campaign, or Green Yourself Week? I think we can all agree that environmental sustainability, violence against women, and a more harmonious relationship with Aboriginal people on campus are issues that are not worth covering at all. And instead, I think it is obvious that destructive, petty and personal issues like this should be front page news!

But if there's one thing I respect more than anything Mdm. Chair, it is hypocrisy and there is certainly no shortage of that at The Sheaf these days. After the USSU AGM this year The Sheaf wrote, "One of the decisions we made early in the term was that we would strictly limit our coverage of student politics and the USSU. This was not done out of spite, but rather out of a sense that we had privileged student politics at the expense of other, more significant stories over the last few years. To be blunt, student politics can be a trivial and often petty affair. We ask undergraduate students to take on the responsibility of running a complex, multi-million dollar organization but give them almost no real power to effect change. And because of this impotence and general lack of professional experience, minor differences of opinion flare into much more severe confrontations in which civility and reason fly out the window." Well, Mdm. Chair, I couldn't have said it any better myself. It is hypocrisy at its finest for The Sheaf to write what they have this week, after explicitly saying they wouldn't do this kind of thing this year.

So like I said I just want to say thank you to The Sheaf for clearly encouraging students to get involved in student politics by choosing to report on substantive issues like this. I suspect it will be thanks to their efforts that students become less apathetic and vote in unprecedented numbers in this year's upcoming student union elections. Please join me in thanking The Sheaf!

Member Daro commented that the sarcasm is appreciated. It's not just that student politics is occasionally petty; there is also a sense of the job. In the Sheaf editorial it says they expect student council to take on important responsibilities. One of those responsibilities is accountability, so these are volunteer positions and presumably student councilors take these positions because they care about governance and they care about improving the school in some way. So when a paid executive member who's fulltime job it is to work on the student union's business, apparently is not doing that job very well and raises the ire of certain people in the organization, why would student council not think it's their responsibility to let the membership know? Why do they act out of institutional regard, rather than regard for the student body? This wasn't the end of the world, but why keep it a secret? It is also a fact that the students pay this vice-president a substantial amount and even if it seems petty to one person, the complaint was sustained. Council recognized the complaint was legitimate. It was a second decision that is a question, that after saying the complaint was legitimate, this member has had troubles fulfilling their job but who cares, let's keep it hushed and to ourselves. That is the issue. Missing a few meetings is ok, but it's also that that member is paid to attend those meetings. It's only appropriate to let students know of these things. Member Daro does not feel the Sheaf has done anything wrong in bringing this issue to the attention of the students. The Sheaf serves the student membership just as Council does and the Sheaf thinks they acted in their benefit, whereas student council did not.

Councilor Steele commented that she was not at the meeting last week, but was told by another USSU member about this issue and did not know what in camera referred to in the minutes. Councilor Steele feels as though everyone thinks that they were doing their job in this matter except the person who was not doing their job. Councilor Steele thinks the decisions of the elected representative body should be respected and as much as the Sheaf

thinks they were being a vigilante for student awareness. If the Sheaf is so concerned with politics and student awareness, then why don't they respect the people who made the informed decision to keep it private? There are clear references to the Bylaw that governs when complaints like this need to be brought up. The integrity of our governance and politics depends on people respecting each other's discretion.

Councilor Konkin noted he has a difference of opinion on this matter and believes that it is Council that is bound by the Bylaw in duties and not the Sheaf. It is not the Sheaf's duty to abide by a confidentiality ruling of Council. Their duty is to report on what happens on this campus and the issues that affect students. He agrees with GM Cottrell in that this is a failure of Council members and not the Sheaf. He too believes the Sheaf did their job in this situation.

Councilor Steele commented that STMSU is holding the John Thompson Lecture Series on March 14<sup>th</sup> at 4:00 p.m. in Room 334B. Caitlyn Ward will be speaking on the relationship of poetry to protest and politics. Council members are invited.

VP Ferwerda commented that on March 22<sup>nd</sup>, there would be some events going on for World Water Day in the tunnel. He along with OXFAM and the Office of Sustainability will be in the tunnel raising awareness about water scarcity and issues in regards to that. On March 31<sup>st</sup>, there is an Earth Hour event going on at Browsers. The Carbonless Community concert will start at 7:30 p.m. with acoustic acts. VP Ferwerda commented that on Tuesday, March 13 he would not be on the radio as he will be in Vancouver at a sustainability conference.

Councilor Mintram emphasized the workshop for leaders, which was discussed at last Council. Not too many people have signed up and Council members are encouraged to join. It takes place on March 21<sup>st</sup>, on the International Day of Elimination and Discrimination and during Aboriginal Achievement week.

Councilor Brown commented that the ISC is currently underway in planning the yearly Aboriginal Achievement Week banquet on March 19<sup>th</sup>. There are a number of speakers and acts planned for the event. Councilor Brown will email out the information.

USC Chair noted that there is an Experiential Learning Expo going on March 15<sup>th</sup> in the North Concourse of Place Riel.

**9. Other Business**

**10. Adjournment**

Move to adjourn.

**USCMotion158:** Councilor Thompson/Councilor Anderson

**Carried**

# Executive Committee

Minutes for Monday March 12, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Caroline Cottrell

Regrets: Alex Ferwerda

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## 1. **Call to Order**

The meeting was called to order at 2:35 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Financial Review
- Meeting with Student
- Class
- Executive meeting
- Meeting with President MacKinnon & the University Leadership Team
- Class
- Wayfinding Committee meeting
- Dr Appointment
- Executive Student Forum Meeting
- Class
- Susatinability Learning Community
- Class
- Executive Lunch
- University Council
- University Students' Council
- Class

### **VP Topola**

- Attending a PAL meeting at the ULC
- Attending class
- Attending Executive Committee meeting
- working on a Learning Communities promotional project
- Researching an essay
- Competing in a Speed Scrabble Tournament for literacy
- Attending a VPTL Search Committee meeting

- Taking an ADO
- Organizing EIE Award

### **VP Nystuen**

- Chair Budget and Finance Committee meeting
- Type BFC minutes
- Contact clubs and organize agenda for next BFC meeting
- Consult with ESS about Summer U-Pass concept
- Write Summer U-Pass letter to city council
- Meet with clubs about insurance
- Coordinate event and funding request matters with clubs
- Exec meeting
- Participate in Speed Scrabble tournament for literacy
- Prepare for Budget Walkthrough presentation for USC on March 15
- Meet with clubs about insurance
- ADO (x2)

### **VP Ferwerda**

#### **4. Business**

##### 4.1 Executive Sponsorship for Sustainability Project

The sustainability learning community has requested \$55.00 to advertise the event to promote using reusable cups.

##### 4.2 Scholarship on Plasmas

This is a request to put information about scholarships on the plasmas.

##### 4.3 Binge Drinking

This group would like Executive Sponsorship for the North Concourse for their Binge Drinking prevention event on March 16<sup>th</sup>.

**Move to sponsor the Binge Drinking Event.**

**EXECMotion114:** President Hitchings/VP Nystuen

**Carried**

#### **5. Adjournment**

Meeting was adjourned at 3:05 p.m.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>	<b>Mar. 1</b>	<b>Mar. 8</b>		
Anderson, Alyssa	P	P	P	P	P	P	P	P		
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P	P	P		
Brown, Jared	P	R	P	P	P	P	P	P		
Clark, Jessalyn	P	P	P	P	P	P	P	P		
Darker, Autumn	P	P	P	P	P	P	P	P		
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		P		
Ferwerda, Alex	P	P	P	P	P	P	P	P		
Fineday, Max	NYA	NYA	NYA	NYA	P	P	P	P		
Froh, Kelsey	P	P	P	P	P	P	P	P		
Gartner, Adam	P	P	P	P	P	R	P	P		
Goudreau, Rylan	R	P	P	P	P	P	P	R		
Hitchings, Scott	R	P	P	P	P	P	P	P		
Konkin, David	P	P	P	P	P	P	P	P		
Lucas, Annie	R	P	P	P	P	P	P	P		
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA	P	P		
Moellenbeck, Jenna	P	P	P	P	P	P	P	P		
Nystuen, Reid	P	P	P	P	P	P	P	R		
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P	P	P		
Steele, Desiree	R	P	P	P		P	R	P		
Stenerson, Adam	P	P	P	P	P	R	P	P		
Stevens, Michael	P	P	P	P	P	P	P	P		
Thompson, Leon	P	P	P	P	P	P	P	P		
Topola, Kelsey	P	P	P	P	P	P	P	P		
Tyler, Lesley	R	P	P	P	P	P	P	P		
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA	P	P		
Zimmer, Noel	P	R	P	P	P	R	P	P		

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday March 22, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
  - 3.1 Amanda Smytaniuk – Student Care**
  - 3.2 Reid Nystuen – Budget clarification**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – March 15, 2012**
  - 4.2 Executive Committee Minutes – March 19, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – March 12 & 19, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 2012/2013 USSU Budget**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
  - 9.1 Year End Council Social**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday March 15, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic Affairs  
Annie Lucas, Nursing  
David Konkin, STM  
Adam Stenerson, Dentistry  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rui Du, International Students  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Lesley Tyler, Nursing  
Michael Stevens, Law  
Marylou Mintram, ISC  
Kerollos Wanis, Medicine  
Desiree Steele, STM  
David Konkin, STM

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

Noel Zimmer, Engineering  
Rylan Goudreau, Education  
Alex Ferwerda, VP Student Affairs  
Jessalyn Clark, Education

## Absent

## Guests

James Pepler – Admin  
Daryl Hofmann – The Sheaf  
Kevin Menz – The Sheaf  
Anna-Lilja Dawson  
Nolan Waldner  
Daniel Arnot  
Shannon Dyck – Office of Sustainability  
Amanda Mitchell – USSU Admin  
Jason Kovitch  
Alex Werenka

Meeting was called to order at 6:04 pm.

### 1. Agenda

Move to add 3.1 Shannon Dyck and move 3.1 Reid Nystuen to 3.2.

**USCMotion159:** President Hitchings/VP Nystuen

**Carried**

Move to adopt the agenda as amended.

**USCMotion160:** Councilor Brown/Councilor Thompson

**Carried**

### 2. Introductions and Announcements

VP Topola introduced James Pepler.

President Hitchings introduced Shannon Dyck from the Office of Sustainability and the new incoming editor of the Sheaf, Kevin Menz.

VP Nystuen introduced Amanda Mitchell, USSU Controller and Jason Kovitch, the Food & Beverage Manager.

Councilor Moellenbeck introduced Alex Werenka.

### 3. Council Address

#### 3.1 Shannon Dyck

Move to go into informality.

**USCMotion161:** Councilor Brown/VP Topola

Carried

Shannon Dyck introduced herself and noted she is from the Office of Sustainability and a representative of the Climate Action Plan Communications team. She commented she would like to update Council on some recent developments that impact will impact our University.

On October 1, 2010 President MacKinnon signed the University and College Presidents Climate Change Statement of Action for Canada. The plan committed the University to a few main points. First of all, it requires us to conduct a greenhouse gas inventory. Next the University needed to set a target for reduction in greenhouse gas emissions. The University also needed to develop a climate action plan to achieve the greenhouse gas emission reductions. Lastly, the University had to fully disclose the results and be accountable for our actions throughout the process.

In terms of the first requirement, this has been achieved. The greenhouse gas inventory was recently completed and it basically provides a baseline of our greenhouse gas emissions from 2006/2007 to 2009/2010 and will guide our future greenhouse gas emission reductions. The inventory accounts for six gases that are identified by the Kyoto Protocol. In terms of what is measured, it is the emissions produced by facilities at the University or under direct control of the University. This includes buildings like Canadian Light Source for example. Our emissions as of last year were 165,300 metric tons of CO<sub>2</sub> equivalent.

The next thing the University needs to do is set a target and need to know where to aim. This has been done already. The target is to be at 20% below 2006/2007 levels by 2020. This basically means a drop of 36,500 metric tons of CO<sub>2</sub> equivalent. In reality, our emissions are predicted to increase over the years and this reduction is going to be larger. The target that was set was aligned with the Ministry of Environment's targets as well.

The climate action plan is the next step. A group has been formed of over 30 people from various departments at the University. VP Ferwerda and James Pepler are part of this group. The group has been broken into subgroups: energy, transportation, waste, purchasing and food. Each of these groups outline initiatives that should be taken in order to reach the target.

Results are measured as we go along and need to disclose all information gathered. A

website with updates should be working by the end of the month. University students can help reduce emissions on campus. Feedback and support of the project is encouraged.

Councilor Steele asked when the committee of 30 people was struck and what are some of things they have learned so far. Ms. Dyck commented that the committee first met in January and that each of the subgroups have been meeting separately. She noted that she is not too sure of the exact initiatives set by the different areas, but will come together over the next few months.

### **3.2 Reid Nystuen – Budget Presentation**

VP Nystuen welcomed everybody and commented that he had put a lot of hours into his budget presentation and was a little bit longer than he had expected and will try to keep it short and concise. VP Nystuen noted that the budget presentation covers the whole of the USSU Budget for next year and may be a bit complex and will try to be as clear as possible.

(See attached Budget)

VP Nystuen commented that the total is the operating total for the USSU budgeted for next year. It is a deficit of \$193,000. As compared to last year, it was \$419,000 so we are heading in the right direction, but there is still work to go.

Depreciation is a non-cash expense. It is something that we do have to charge on our books, but doesn't have any cash value associated with it. What it does is it reduces the value of an asset and the reason it does that is because assets lose their value over time. The reason for depreciation is that assets must be replaced at the end of their useful life. In addition, depreciation is a non-cash expense. Depreciation lowers the company's reported earnings while increasing free cash flow. Depreciation is meant to be a tax incentive for non-profit organizations.

The Operating Budget total is \$193,000 but our depreciation of expense, which is included in that, is \$189,000. That means our cash balance for next year will be about \$3,387.

The Capital Budget – last year was \$182,000 and this year it is significantly increased to \$437,000. This is due to a few projects that the USSU will be undertaking. The New Capital budget for this year is just over \$57,000. Included in this is computer updates, a point of sale system for Browsers, one plasma for communications, etc. There is some money in the budget for campus club space, which is on the second floor of Place Riel.

Member Waldner asked how many years it would take for XL Design to make \$24,000, which is the cost to move to MUB 103. VP Nystuen commented that XL has made \$9,000 in the past and that this is a key component to a project he will be speaking to shortly.

Louis' renovation was approved last year and is included in this budget. What was approved was nearly \$400,000 for renovations. They have used about \$20,000 to prepare the project and are left with about \$380,000 that will be more or less used up in the next

couple months of renovations. Included in the Louis' renovation is aesthetic changes, new table tops and chairs upholstery, new lighting, new flooring and paint and demolishing "the pit" to open up the floor for seating and shows. Louis' is due for a renovation as they haven't had one in about 10 years. The renovations are planned to be done for May.

The next project is a Browsers renovation, which is a new idea and will be need to be approved as a portion of this budget. The cost is budgeted at about \$420,000. The Browsers renovation goals are to maximize the uses of the large space on the second floor, offer more product and services to students, add additional special event venue space to compliment Louis', have flexible space with many uses, and to be aware and adjust to current business opportunities. The key is that XL Design will be moving out and thus making more space in Browsers. Other renovations include removal of the long counters, mobile bookshelves, more food/beverage equipment, new flooring/lighting/plumbing, new furniture and interior front entrance renewal. These renovations are slated for the April/May 2013.

Councilor Steele asked how offering more drinks in Browsers impacts the atmosphere. She noted she sees Browsers as a coffee shop and that's how it functions for most students. If more drinks were offered, would Browsers have to become licensed? VP Nystuen commented that Browsers currently does have a license and this would differ depending on the time of day. Jason Kovitch commented that Browsers would continue to operate as a coffee shop during the hours that it currently does. The flexibility would be there to accommodate different types of events and transform into a different type of space, particularly in the evening.

Councilor Brown asked what the anticipated revenue would be once the new renovations are done. VP Nystuen commented that it is anticipated that Browsers will have more special events. Louis' is currently fully booked through the summer for weddings. The hope is to have the space in Browsers to also host weddings. The hope is to generate a lot of revenue through that. It might take some time, but is certainly the best way to move into the future. Jason Kovitch added that Browsers hasn't been renovated in about 12 years and with this expenditure comes a new business model that will allow an increase in revenues.

Councilor Mintram commented that she is very excited about these renovations. She asked when a launch for marketing of these new renovations was planned. VP Nystuen commented that marketing and rebranding have been talked about. Browsers will not be done their renovations until next year, and then a big push will probably go forward for marketing and rebranding after that to get the word out on the new spaces.

GM Cottrell commented that at the last managers meeting there was some significant discussion around marketing. There was some thought into how the USSU can put an entire package together and get it out and market some of the changes widely across campus. Going to wedding shows is an option. GM Cottrell also commented that with XL Design, in some senses it doesn't matter what the payback period is because we can't actually do without XL. VP Nystuen added that XL Design serves a huge internal function for the USSU. All of the printing, advertising and marketing matter is done through them.

It certainly costs the USSU money, but a fraction of what it would cost if done through another company. Jason Kovitch agreed there would need to be a huge marketing push that would need to take place and if it is approved, can be tiered out and marketed for weddings for next summer.

Councilor Brown asked how much will be lost in revenue when the renovations are taking place. VP Nystuen commented that the Louis' renovation is crammed into four weeks so that there isn't a huge loss. As it stands now, Browsers doesn't do weddings so there wouldn't be a loss of wedding revenue there. Jason Kovitch added that the renovations were targeted for May because that is the lowest month in revenue for Louis', making it a key time.

GM Cottrell congratulated the staff that have been responsible for putting this together and has been a very significant undertaking to come up with a business plan and do all the design. She noted that Jason Kovitch has taken a huge lead on this project and the senior management team has been challenged to come up with a concept that would work for Browsers and Louis'.

Member Waldner asked if there were plans to renovate the washrooms between Treats and ISAC. VP Nystuen commented that there is money that has previously been approved to update those washrooms.

In the operating budget, there are not a lot of changes. The areas of significance include a proposed Copy Central price increase, facilities rent revenue, Louis' short welcome week and MUB costs.

Copy Central last year was budgeted for a deficit of \$36,000. This year it is budgeted for \$29,000, so still a deficit. The reason this would be reduced is because the Budget & Finance Committee is proposing to raise the prices from \$0.10/copy to \$0.15/copy. What was evident from looking historically was that the cost of running Copy Central was ever increasing. The revenues were continually decreasing. The Budget & Finance Committee thought it was only appropriate to increase prices and bring that number to around a deficit of \$30,000 compared to \$40,000. The last price increase was four years ago. This is a service that students are moving away from for a number of reasons.

Councilor Steele asked if the copiers across campus part of the Copy Central fleet. She noted that the STM library charges \$0.15/copy and asked why STM is different. VP Nystuen commented the he wasn't sure if the STM copiers were part of the Copy Central fleets and added there are 44 copiers across campus.

This year Facilities are budgeting for about \$500,000 surplus. This is on the back of the completion of the Place Riel project and having all the tenants open and paying rent. The rental revenue across all the spaces is budgeted to be almost a million dollars, which is great and really helps the USSU with the operating costs for all areas and services.

Finally, about half a million dollars was taken from the loan and was put away for the

toughest year ahead because we knew revenues would be sparse. That was incurred last year and doesn't exist this year and won't exist into the future. The total grows due to investments from operations generating quite a bit more revenue anticipated this year than in the past. This is due to interest rates getting better and rent from tenants helping to offset our operating costs. What we can do with our savings is invest them, which is generally done anyway, but invest them more to get a better interest rate. Now that the Place Riel project is done, we are back into our regular method of operating and revenue generated.

VP Nystuen thanked all the students and USC Councilors for coming to the presentation. He also thanked the senior managers for developing the budget with him and the Budget & Finance Committee for coming in on a Saturday to help as well. VP Nystuen gave a special thanks to Amanda Mitchell, the USSU Controller, who spent the most time developing the budget.

VP Nystuen tabled this item for the next Council meeting.

Move to go back to formality.

**USCMotion162:** Councilor Fineday/VP Topola

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – March 8, 2012**

##### **4.2 Executive Committee Minutes – March 12, 2012**

Councilor Steele asked why VP Ferwerda had no roundtables listed. President Hitchings commented that VP Ferwerda did not submit them in time.

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion163:** President Hitchings/Councilor Steele

**Carried**

#### **6. Business**

##### **6.1 Summer U-Pass**

VP Nystuen noted that a letter was drafted and sent to Council last week to review. VP Nystuen asked Council to vote and support the letter so it can be sent to Saskatoon City Council. The plan is to get the City to support it and for Transit to work with the USSU in implementing a summer u-pass.

Councilor Konkin noted that he supports the letter and adds there are a few corrections to be made before sending to City Council.

Councilor Moellenbeck noted that she brought this item to her student council and they were all in favour of it, especially the students who are working downtown this summer. She asked if this would be implemented for the summer of 2012 or next summer? VP

Nystuen commented that he would love for the summer u-pass to be implemented this summer, but realistically it would probably be next summer if it goes through. He noted that essentially the letter is asking the city to work with the USSU to develop something.

Councilor Sinclair asked how the summer u-pass would work with colleges with practicums that are a month long. VP Nystuen commented that some of these details are something that would be negotiated and ironed out while going through the process. His guess is that depending on location of the practicum, the student wouldn't be considered an on-campus student, and wouldn't have to pay.

Councilor Wanis commented that medical students go two weeks into May and start two weeks earlier and asked if they would have to opt in to the summer u-pass. VP Nystuen commented that that would be something that would have to be worked out in the process. VP Nystuen consulted with the SMSS and they were all very supportive of the summer u-pass.

Councilor Anderson asked if there would be a way for students to opt into the u-pass who are not in classes over the summer. VP Nystuen commented that he hopes that would be the case.

Councilor Steele asked if it was known how bus route coverage would change to accommodate the summer u-pass. VP Nystuen commented that when he was consulting with student societies, a concern was brought up the reduced routes in the summer. That is feedback that will be taken into consideration in making the service adequate.

Move to support and approve the summer u-pass letter to City Council.

**USCMotion164:** VP Nystuen/President Hitchings

**Carried**

## **6.2 2012/2013 USSU Budget**

Move to table 2012/2013 USSU Budget.

**USCMotion165:** VP Nystuen/President Hitchings

**Carried**

## **7. New Business**

### **8. Questions and Comments**

VP Topola asked that the members of the Academic Affairs Committee see her after the meeting. VP Topola also commented at the Teaching Excellence Awards and Experience in Excellence Awards and a winner was elected for the MSC Award. Councilor Konkin is the winner. VP Topola congratulated Councilor Konkin and thanked all nominees and nominators.

President Hitchings asked who was able to attend the Experience and Excellence Awards. VP Topola commented that people who win the awards and get invitations are invited.

Councilor Darker apologized for coming in late to Council as she was working on a presentation and lost track of time.

VP Nystuen commented he had been asked to give an update on the USSU Elections that begin in a week. He noted that campaigning begins on Monday March 19 at 12:01 a.m. The Youtube videos of the candidates will be posted on Monday March 19 on the USSU's Youtube channel. There are three candidate forums to be had: Tuesday March 20 at 1:00 p.m. in upper Place Riel, Thursday March 22 at 4:00 p.m. in Louis', and the final forum is Tuesday March 27 at 2:00 p.m. in Engineering. Everyone is welcome to attend and ask questions.

Councilor Moellenbeck asked if the polling stations would have candidates biographies listed for those who haven't been following the elections and be more informed when they go to vote. President Hitchings commented that bios will not be posted but the candidate's information can be seen on the Internet beforehand.

## **9. Other Business**

### **9.1 Max Fineday**

Max Fineday commented that he had two motions to bring up. As everybody knows we just went through nominating for Exec and Councilors and there were some empty spots in which he was actively trying to recruit people for. But unfortunately some of the people that he talked to who were really interested simply couldn't apply to be Councilors because they are single parents and don't have a support system to allow for them to come to these meetings on Thursday nights.

Over the past several years the USSU has been pro-active in encouraging the University of Saskatchewan to provide adequate childcare for students, faculty and staff on campus, often citing accessibility as the primary reason for this. So in order to ensure that lack of childcare is not an impediment for political involvement, he moves that the USSU provide childcare for any parent requiring it in order to sit as a member of Student Council and to attend annual, general or special general meetings.

VP Nystuen commented he likes the motion and asked Councilor Fineday if he had an idea of how this would look or if he has an idea of if there would be a financial cost. Councilor Fineday commented that his second motion is to get the USSU and GM Cottrell to explore possible mechanisms for implementation, including cost, and to report back to Council as soon as possible.

Councilor Konkin commented that he thinks this is a good idea to make it so that any student who wants to be politically involved on campus is able to do so. He thinks that looking into the idea and how it can be implemented should be done first since it will potentially have significant budget issues. Councilor Konkin suggest a re-wording of the first motion or to go with the second motion first. It might be too late to add to the budget this year, but is something to look at next year. He suggests getting GM Cottrell to build a plan for this and bring it back to Council to vote on. Plan first and then execute.

VP Nystuen agreed that the second motion should be the one that comes first, figure out how it can be done and report back and then make the decision.

Councilor Fineday would like to table this motion until the report has been received.

Move to have the USSU provide childcare for any parent requiring it in order to sit as a member of Student Council and to attend annual, general or special general meetings.

**USCMotion166:** Councilor Fineday/President Hitchings **Tabled**

Motion is tabled until Council has received a review on the topic.

**USCMotion167:** Councilor Fineday/President Hitchings **Carried**

Councilor Steele commented that the motion should include what “implementation” means and asked if a clarification of the scope of the benefit of the proposed motion could be provided. Councilor Fineday commented that it would just be for the 6 p.m. to 7:30 p.m. time range and SGMs and AGMs.

Move that the Students Council direct GM Cottrell to explore possible mechanisms for implementation including cost and report back to Council as soon as possible.

**USCMotion168:** Councilor Fineday/President Hitchings **Carried**

VP Nyusten commented that it is time to plan the last Council Social. The last meeting will be on Thursday April 5<sup>th</sup> and Louis’ has a concert that night. There is the option of holding the social after the last meeting at a different location. The second option is to hold the social on the week before, March 29<sup>th</sup> at Louis’. Another option proposed is having the social on a Friday or Saturday.

Councilor Steele commented that she’s excited for Council Social and would personally like it to not be on April 5<sup>th</sup>, as that is Good Thursday for those practicing Catholics and not a good time to have the social. She highly recommends March 29<sup>th</sup>.

## **10. Adjournment**

Move to adjourn.

**USCMotion169:** Councilor Brown/Councilor Steele **Carried**

# Executive Committee

Minutes for Monday March 12, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda  
Regrets: Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 2:35 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Financial Review meeting
- Meeting with Student
- Class
- Executive Meeting
- Breakfast with Peter MacKinnon and University Executive
- Class
- Meeting with VP Nystuen re: Travel to Regina
- ½ sick day
- Class
- Meeting with Jimmy Pepler
- Class
- Executive Lunch
- University Council
- Meeting with Russ Isinger
- USC
- Class

### **VP Topola**

- Attended PAL meeting at the ULC
- Attended class
- Designed layout of Filemaker for electronic grievance keeping
- Working on LEarning Communities promotional video
- Sent out invitations for EIE Awards
- Planned details of EIE Ceremony
- Attended Classroom Recordings Committee meeting
- Attended Ideas of March Experiential LEarning Expo

- Met with Teresa Ducette re: advising focus groups
- Attended Scholarships and Awards Committee meeting
- Took 1/2 ADO
- Attended Executive Committee meeting

### **VP Nystuen**

- Exec meeting
- Financial accountability review meeting for month of January
- Budget and Finance Committee meeting
- Type BFC minutes and notify groups of the funding request decisions
- Place Riel Finance working group meeting
- Breakfast meeting with Peter MacKinnon and his Executive
- Louis'/Browsers planning meeting
- Standard of Student Conduct review meeting
- Write my blog
- Prepare package for next week's BFC meeting
- Class
- University Students' Council
- Prepare Budget Walkthrough presentation for USC
- Sign insurance form for clubs
- Interview with the Sheaf about 2012/13 Budget and also about the bus mall

### **VP Ferwerda**

- Conference in Vancouver

## **4. Business**

### 4.1 Posters for cups

VP Ferwerda sent out a proposal for a poster to be printed in regards to the 8,000 paper cups used on campus and in tandem with the Sustainability Committee. VP Nystuen commented that because VP Ferwerda was just a member of the committee, it would be more appropriate for them to submit a proposal for funding.

### 4.2 Elections Posters

VP Nystuen noted that there is a lot of frustration with candidates and their election posters being pulled from the Arts building by the janitors there. Election posters have been approved and the University janitors know about the election. Executive discussed how this is a problem and it happens every year. President Hitchings will contact Steven McDonald. VP Topola asked if there was a way to email the Arts janitors about the election and pulling down posters. VP Nystuen suggested a change for next year where candidates would be allowed to poster their campaign

posters in certain places in Place Riel, since it's the busiest place on campus.

#### 4.3 Long-term Service Awards

VP Nystuen commented that there is a few USSU staff that will be receiving long-term service awards. Currently the HR Policy states that gift certificates in the amount of \$25 per year of service will be purchased. The Facilities Manager suggested issuing cheques since this year there are a number of employees who will be receiving large awards. The Executive discussed and agreed that this year a special exception will be made and cheques will be issued.

#### 4.4 Modular Storage

VP Ferwerda commented that a gentleman came and talked to him about modular storage on campus for residence students. VP Ferwerda asked him to email him with more specifics, yet the email that was sent was not very clear. Executive discussed and agreed that sending the gentleman to the residence office was the best idea.

#### 4.5 Provincial Budget

President Hitchings will be going to Regina Tuesday evening for the Provincial Budget on Wednesday.

### 5. **Adjournment**

Meeting was adjourned at 3:20 p.m.

# Budget & Finance Committee Minutes

March 12, 2012

Present: Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell

Absent: Alex Ferwerda

## 1. Call to Order

The meeting was called to order at 1:01pm.

Move to adopt the agenda.

**BFC Motion94 Nystuen/Moellenbeck**

**Carried**

## 2. Call for Quorum

Quorum was present.

## 3. Board Presentations

None.

## 4. Business

### A. Ratifications

1. Indian Teachers' Education Program (ITEP)

Move to ratified ITEP.

**BFC Motion95 Heidel/Wood**

**Carried**

### B. Funding Requests

1. Archaeology Student Association- \$500 funds- APALA Conference

The committee discussed this and as the event was held in January it was decided to not fund this to stay in line with the Campus Groups Policy and to keep consistent with previous funding decisions made this year.

Move to not approve funds for this event.

**BFC Motion96 Konkin/Moellenbeck**

**Carried**

2. Catholic Christian Outreach- \$500 funds- Spring Banquet

This was deemed to be a year end banquet and therefore falls under events that we do not fund in the Campus Groups Policy.

Move to not approve funds for this event.

**BFC Motion97 Nystuen/Froh**

**Carried**

3. Economics Student Society- \$150 credit, \$50 pepsi

Move to approve \$200 credit for an event at Louis'.

**BFC Motion98 Heidel/Zimmer**

**Carried**

**5. Questions & Comments**

VP Nystuen informed everyone about a thank you lunch that the committee will be having in April for all the hard work that they have put in throughout the year.

**6. Adjournment**

Move to adjourn.

**BFC Motion99 Konkin/Nystuen**

**Carried**

Meeting was adjourned at 1:20pm.

# Budget & Finance Committee Minutes

March 19, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Regrets: David Konkin

## 1. Call to Order

The meeting was called to order at 1:00pm.

Move to adopt the agenda.

**BFC Motion100 Froh/Heidel**

**Carried**

## 2. Call for Quorum

Quorum was present.

## 3. Board Presentations

3.1 The Crisis Relief Student Association presented their funding request for the Charity and Entertainment Night.

## 4. Business

### 4.1 Funding Requests

4.1.1 Crisis Relief Student Association- \$300 funds, \$700 credit- Charity and Entertainment Night

Move to approve USSU credit to cover the production costs at Louis' for the event and to reimburse the group for the printing they have used at XL Print and Design.

**BFC Motion101 Ferwerda/Wood**

**Carried**

4.1.2 Planning Student Association- \$500 funds- Design Exhibition Gala  
Move to approve \$500 USSU credit for printing at XL Print and Design.

**BFC Motion102 Ferwerda/Heidel**

**Carried**

4.1.3 Pandora Women's Ultimate Frisbee- \$100 credit- Cuts for Cancer  
Move to approve \$100 USSU credit for printing at XL Print and Design.

**BFC Motion103 Heidel/Nystuen**

**Carried**

## 5. Questions & Comments

VP Nystuen noted that there may not be a meeting next week but that will depend on the volume of funding requests that come in over the next week. So the committee can expect one to two more meetings this year. VP Nystuen also confirmed that he will be bringing forward some changes to the Campus Groups Policy and made sure that the committee was in favour of these changes in principle prior to bringing them forward.

**6. Adjournment**

Move to adjourn.

**BFC Motion104 Froh/Moellenbeck**

**Carried**

Meeting was adjourned at 1:22pm.

# USSU Budget 2012/13

University Students' Council  
March 22, 2012

# Agenda

- Copy Central Change
- Deficit Concerns

<b>USSU OPERATION/SERVICE</b>	<b>Budget 2012/13</b>	<b>Budget 2011/12</b>
Administration	(1,017,047)	(997,869)
Admin-Student Fees	1,012,590	948,768
Browsers	(17,801)	(13,198)
Communications	(51,718)	(55,314)
Copy Central	(29,274)	(36,522)
Facilities	462,358	256,209
Food Centre	(15,303)	(15,678)
Help Centre	(40,396)	(43,545)
Information Centre	(25,748)	(28,052)
Louis'	1,561	36,221
Louis'-BVB	27,431	28,288
Louis'-Entertainment	(11,176)	(15,027)
Marketing Service	39,923	31,807
Pride Centre	(36,921)	(39,735)
Student Governance	(203,293)	(206,044)
Student Grants	(16,265)	(14,050)
Student Service-Events	1,300	(2,900)
Safewalk-Student Crew	(20,547)	(19,907)
Women's Centre	(36,029)	(39,038)
XL Design	(7,173)	(9,056)
MUB Cost	(209,965)	(185,036)
Total	(193,223)	(419,678)
Closure cost cover by Infra Structure	-	519,758
Capital	(437,755)	(182,352)
*Investments for Operating	1,882,790	1,199,377
<b>Total</b>	<b>1,251,811</b>	<b>1,117,105</b>

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Capital	(437,755)	(182,352)
*Investments for Operating	1,882,790	1,199,377
<b>Total</b>	<b>1,236,336</b>	<b>1,117,105</b>

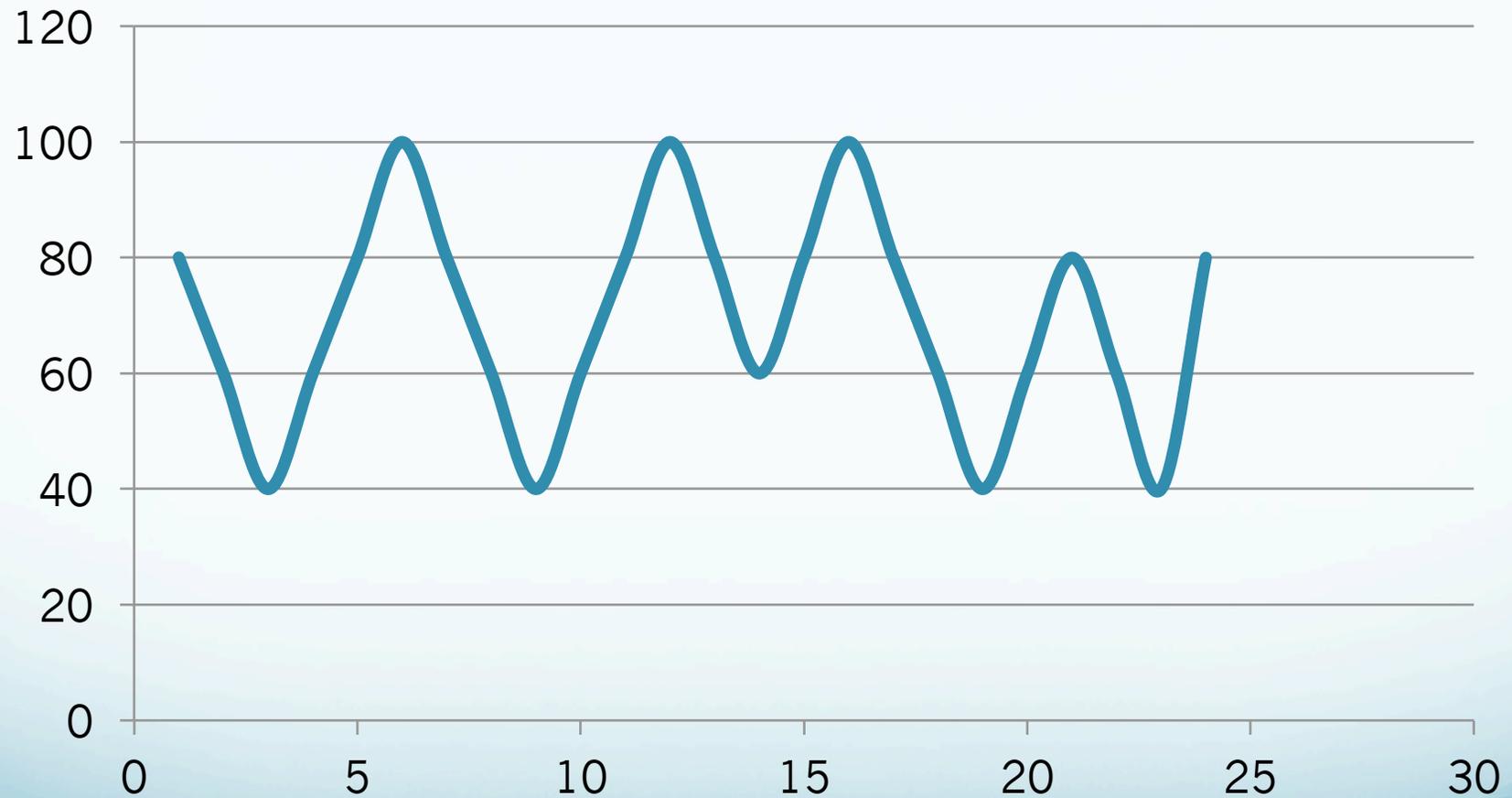
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# The Bottom Line

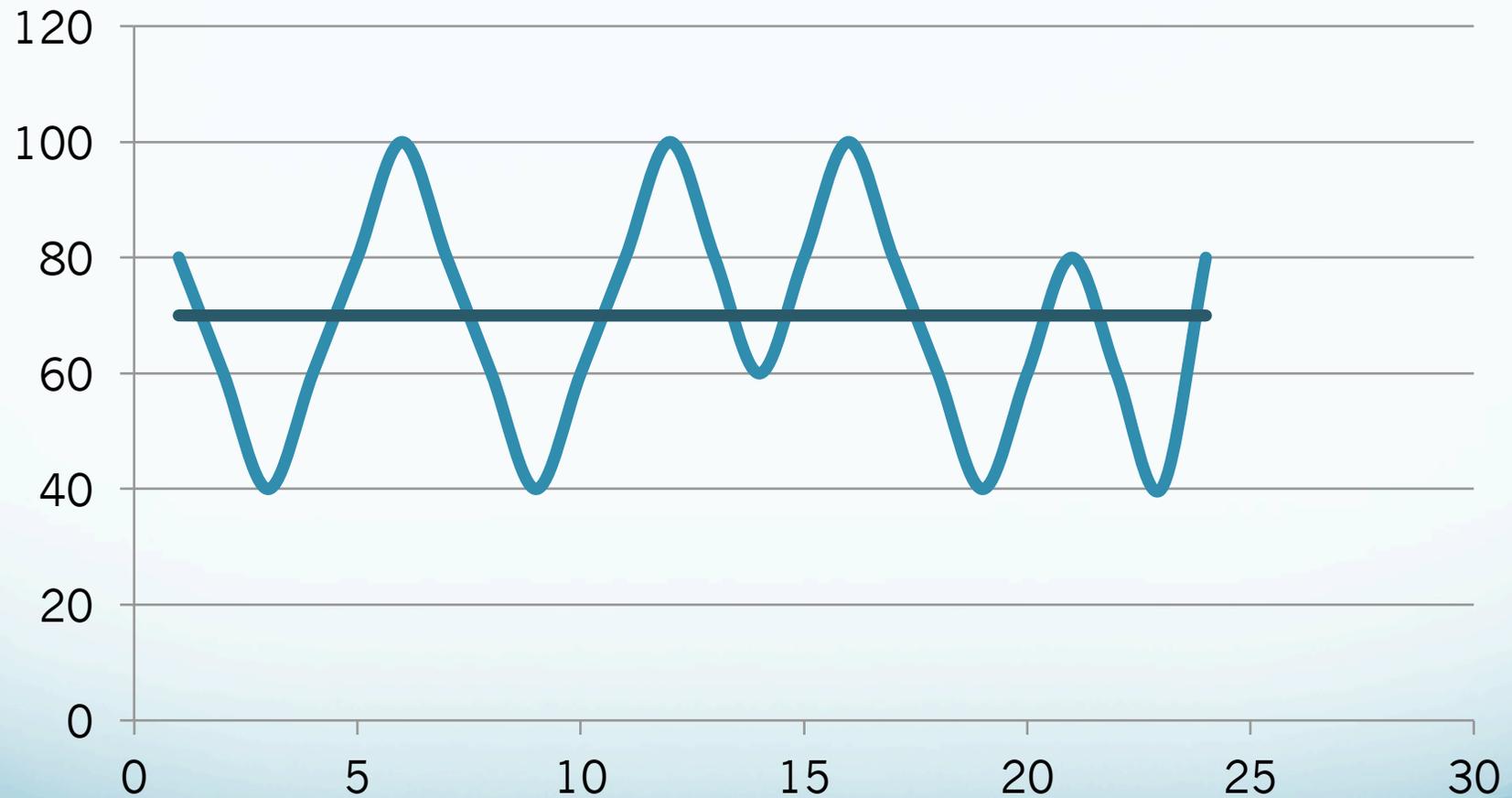
# Totals

- Operating: (\$208,699)
- Capital: (\$437,755)
- USSU Reserve: \$1,236,336
  
- Our reserve grows from \$1,117,105 to \$1,236,336
- Increases by \$119,231 or by 10.67%

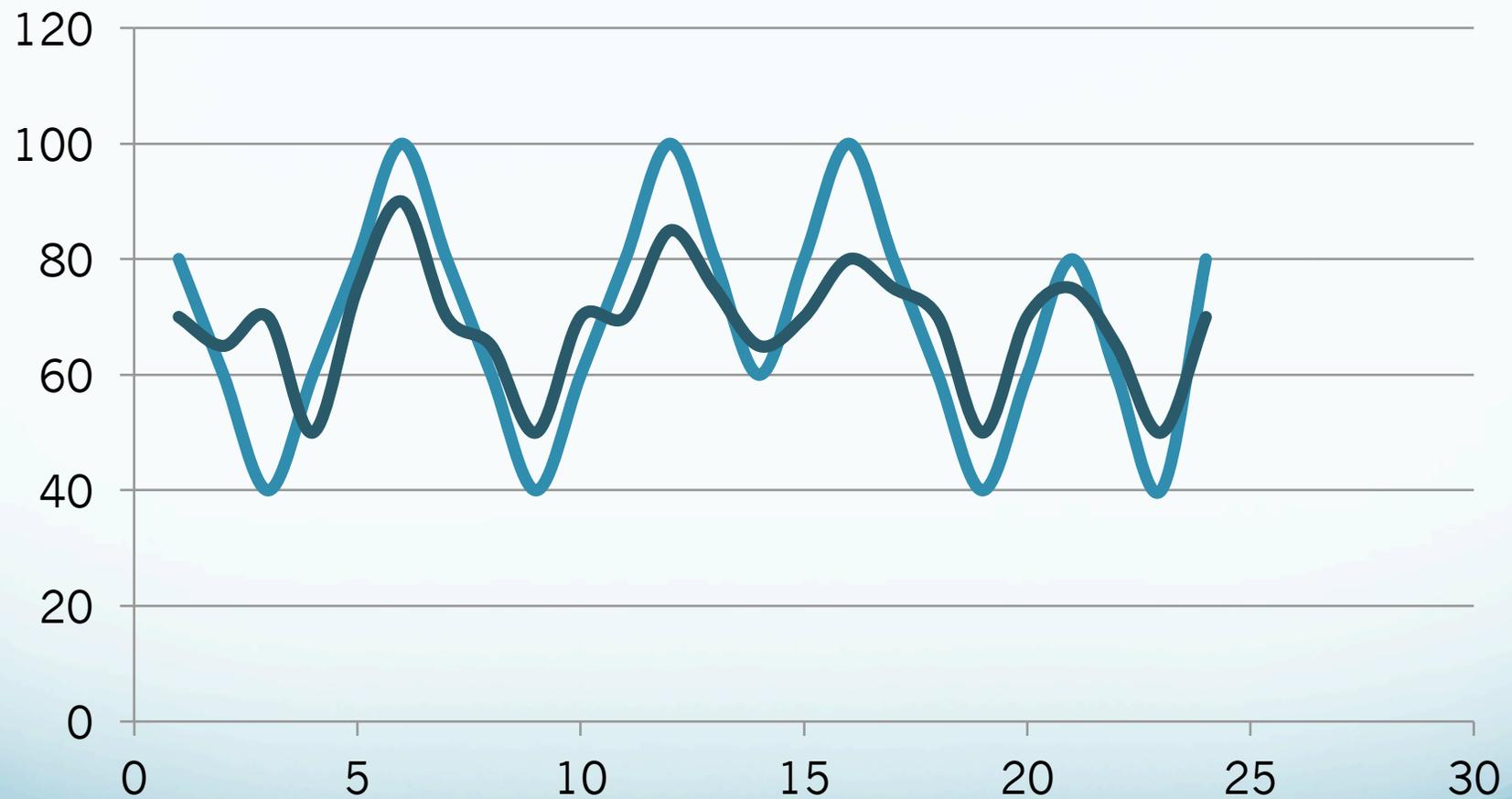
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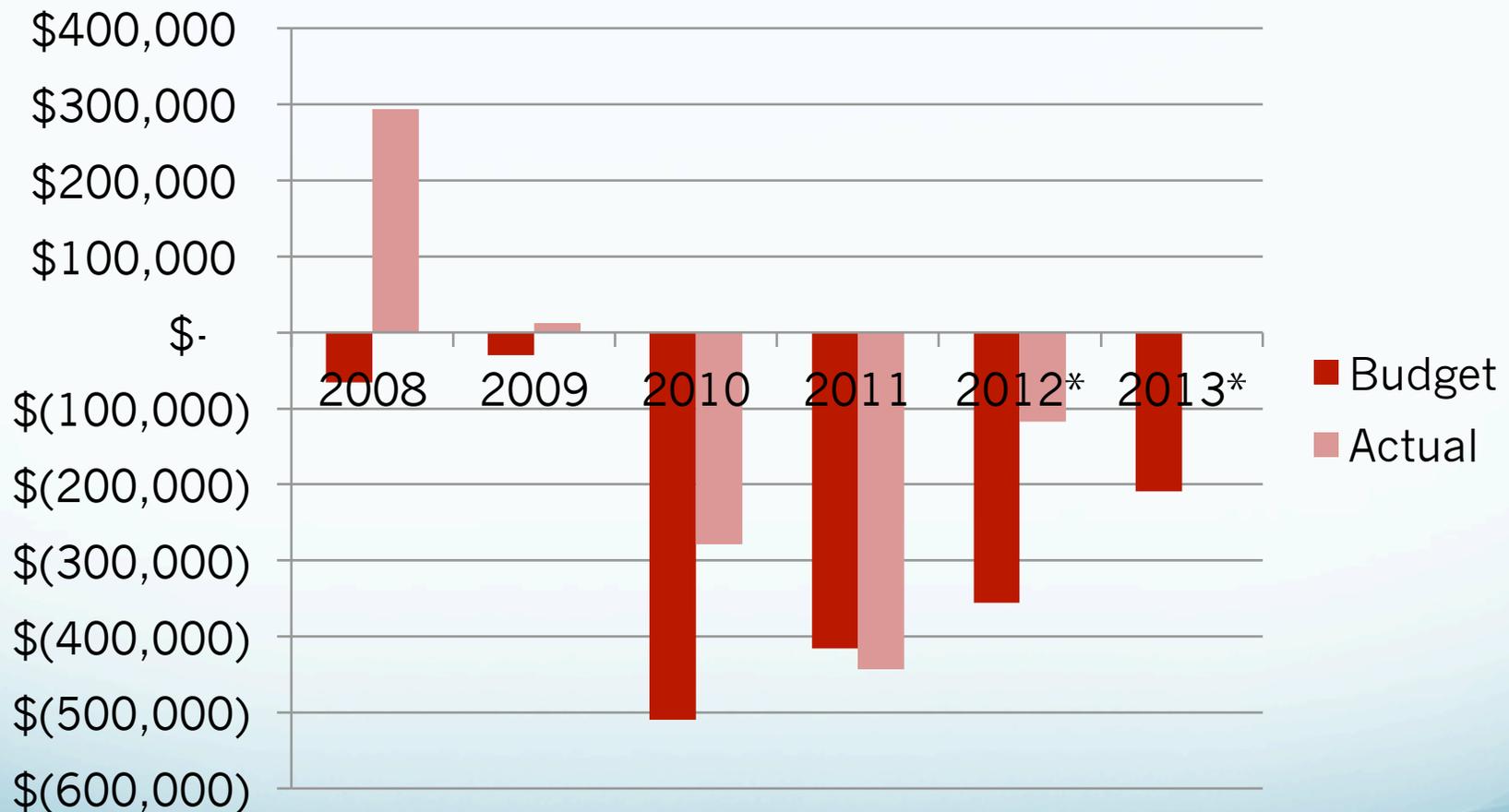
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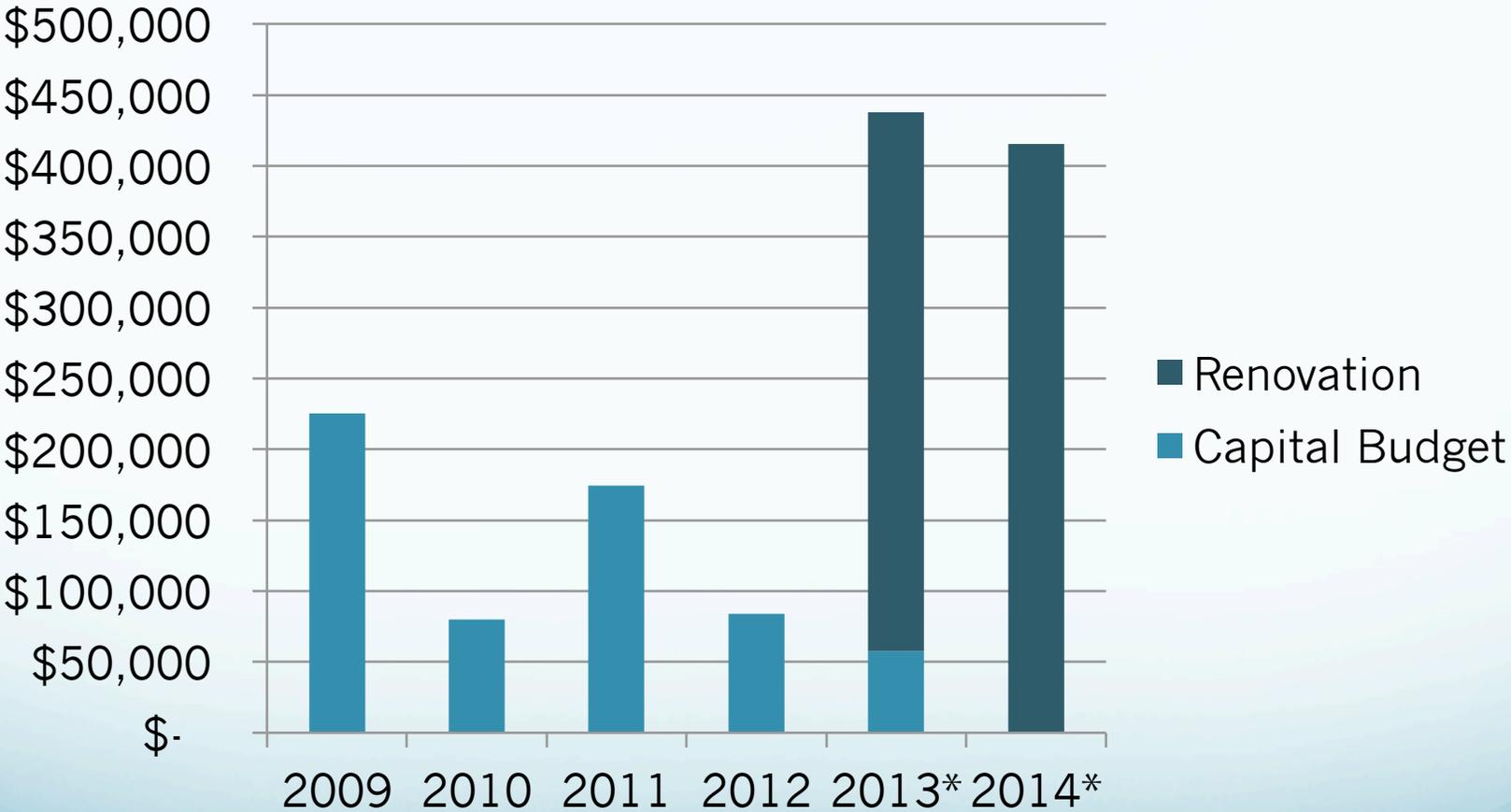
# Operating Trends Example



# Budget vs. Actual



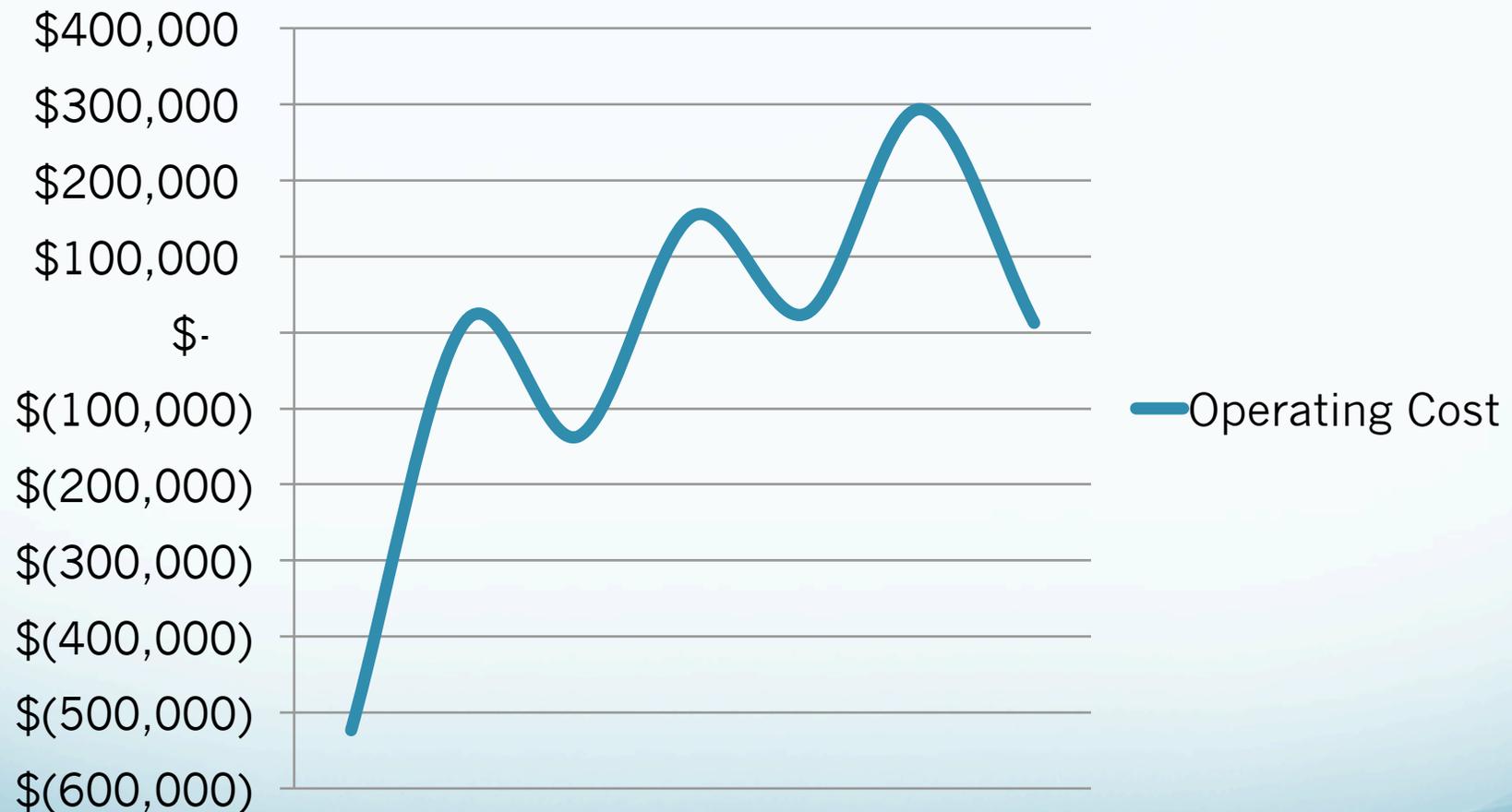
# Capital Budget



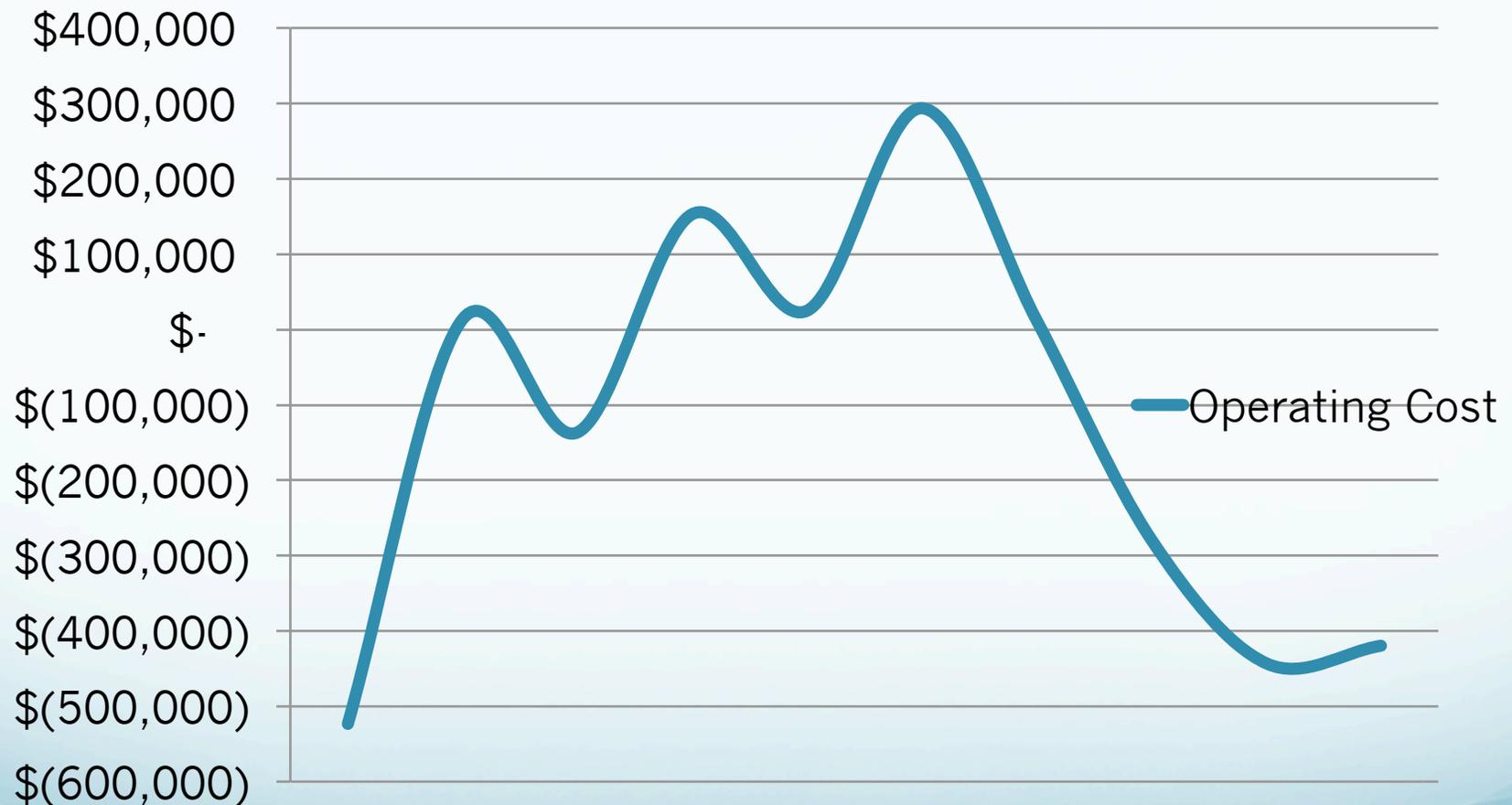
# Conclusion

- Thanks for listening
- Questions?

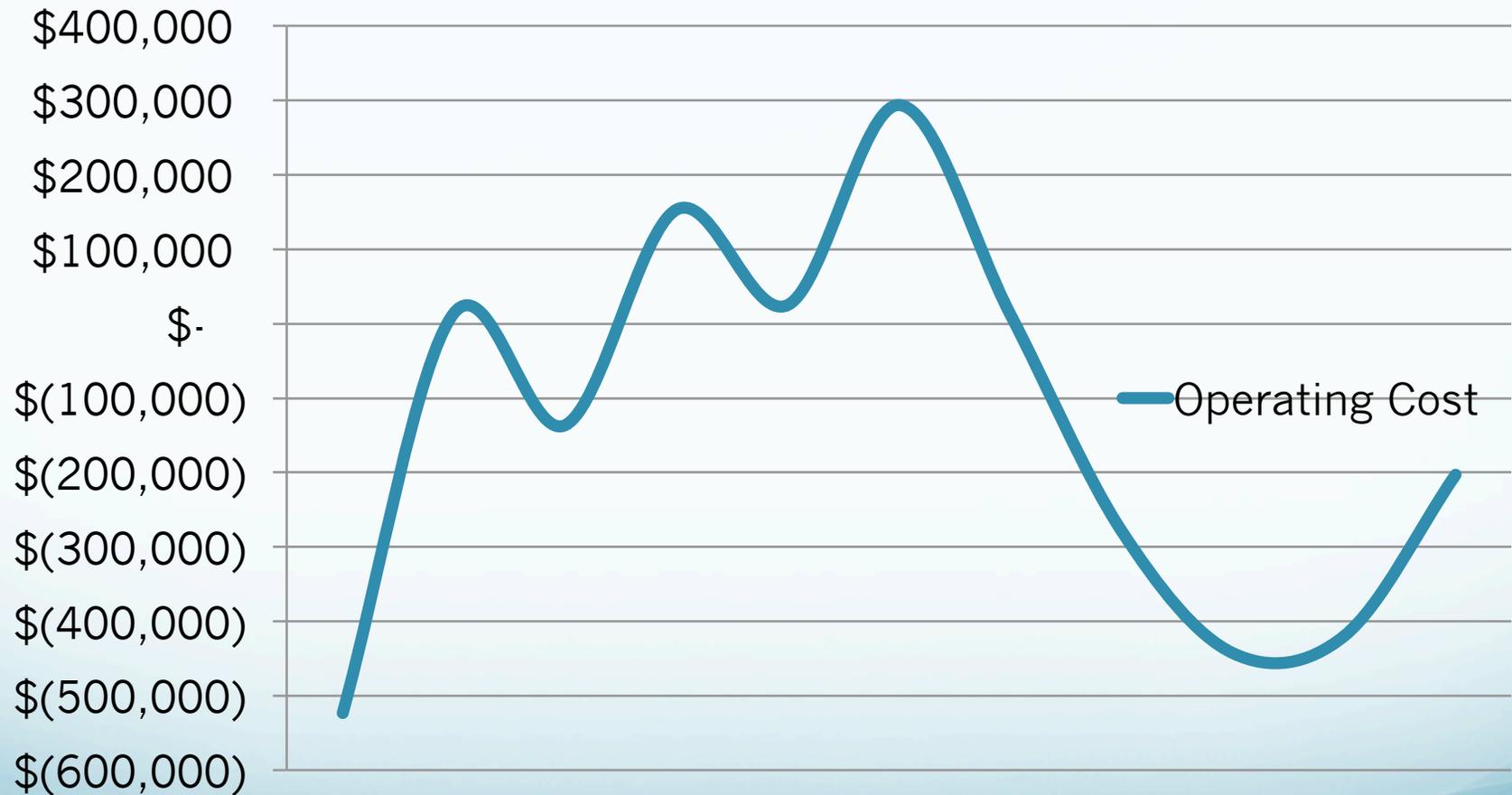
# USSU Operating Costs

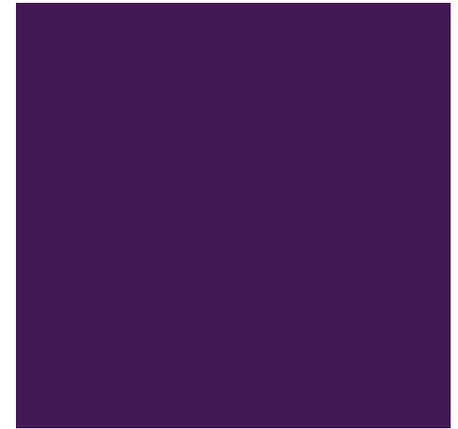
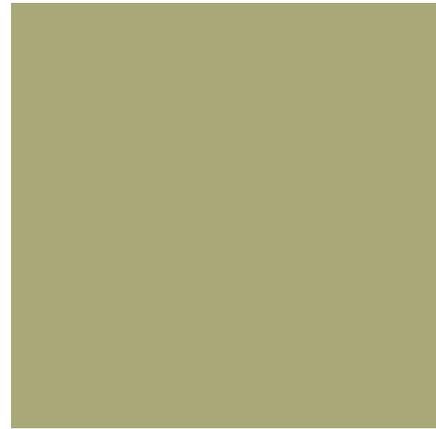
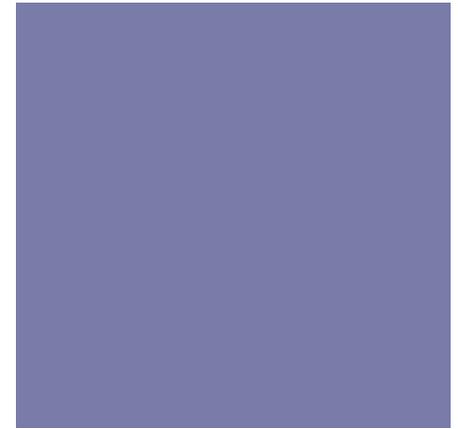
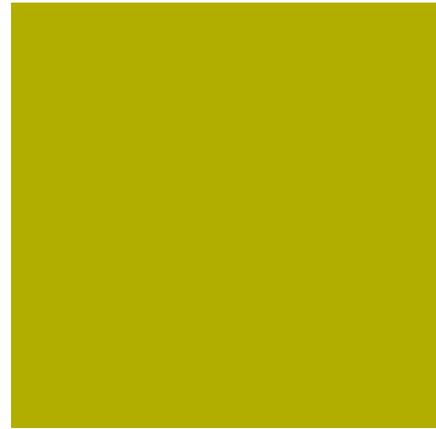


# USSU Operating Costs



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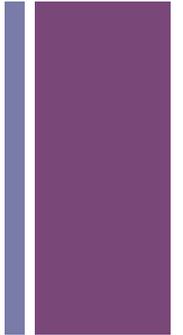


# USSU Budget Presentation

University Students' Council  
March 15, 2012



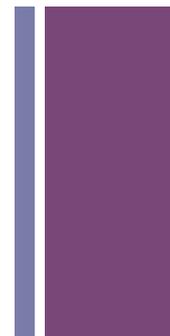
# Agenda



- Overview
- Depreciation
- Capital Budget
- Operating Budget
- Questions

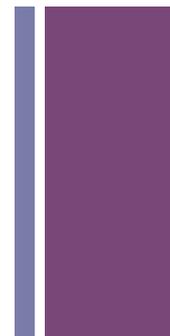


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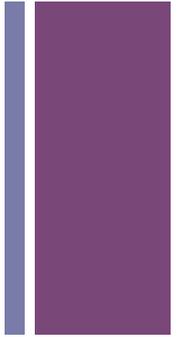


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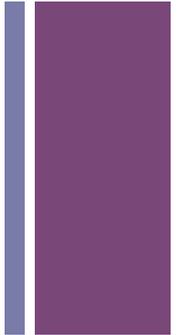


# Depreciation





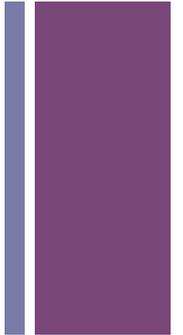
# Depreciation



- Non-cash expense
- Reduces the value of an asset
- Assets lose their value over time
- Must be replaced at the end of their useful life
- As a non-cash expense, depreciation lowers company's reported earnings while increasing free cash flow
- As we are a Not-for Profit depreciation has little effect on us

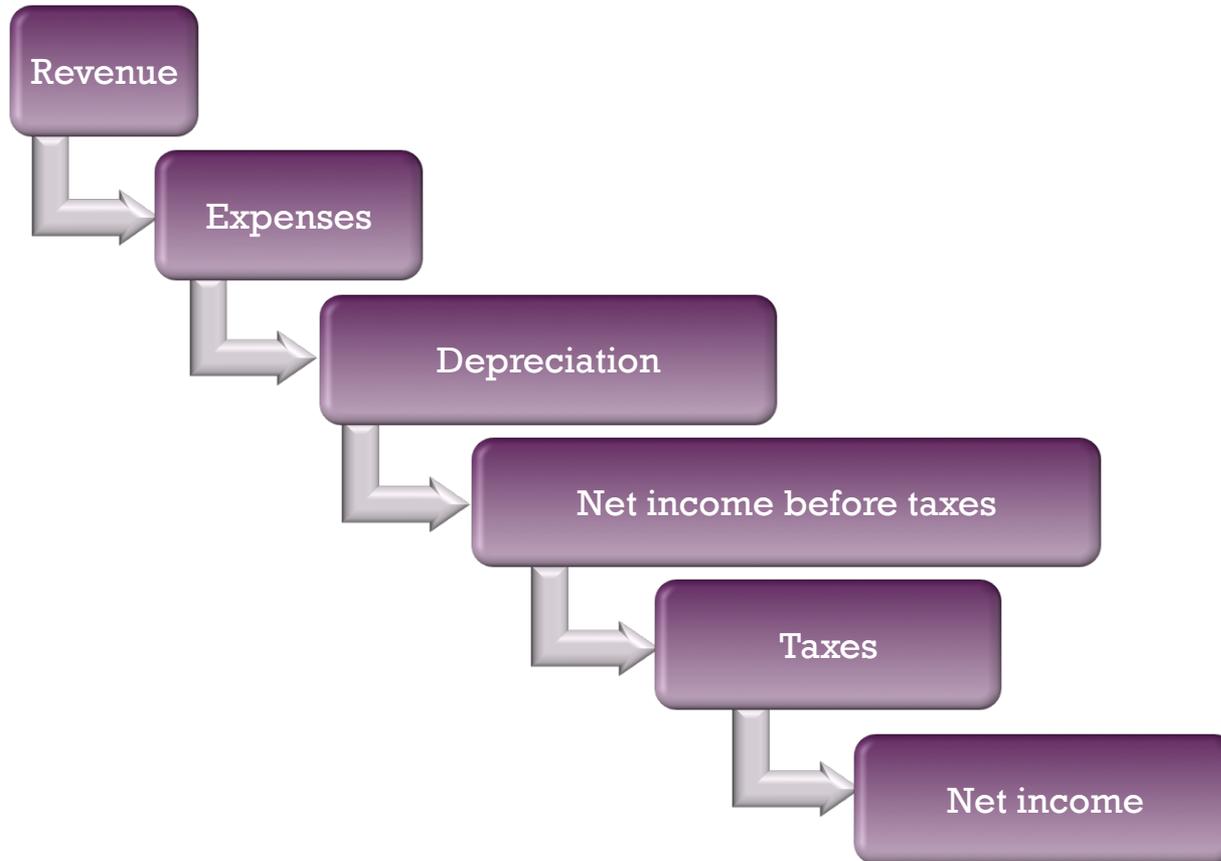
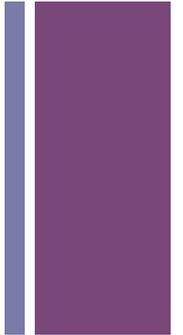


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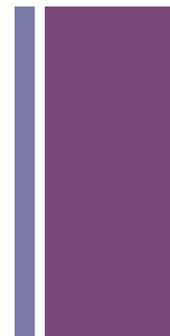


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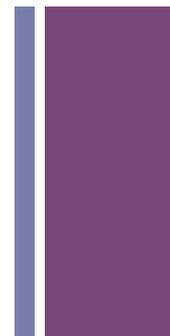


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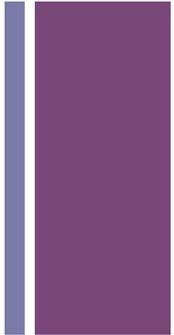


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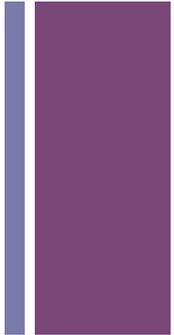


<u>Department</u>	<u>Net Depreciation Expense</u>
Administration	18,850
Browsers	5,382
Communications	11,348
Copy Central	2,402
Facilities	25,711
Facilities/MUB	5,149
Food Centre	240
Help Centre	529
Information Centre	1,402
Louis'	68,499
Louis'-Beach Volleyball	4,859
Louis'-Entertainment	15,642
Marketing	432
Pride Centre	512
Student Governance	1,576
Student Governance-USC	268
Safewalk/Student Crew	231
Women's Centre	683
XL Design	26,119
Total	189,836



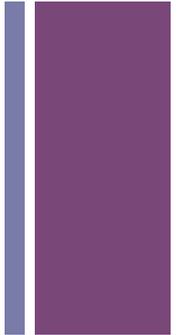


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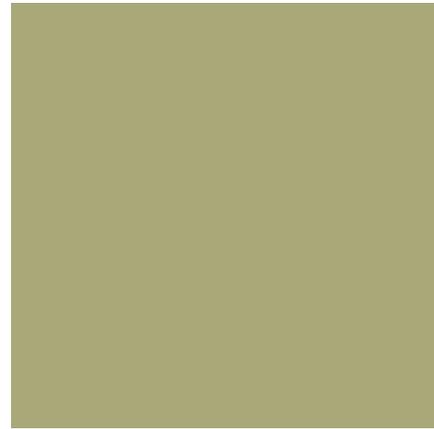
# Depreciation



Operating Budget Total	(193,223)
Depreciation Expense	189,836
<b>Budgeted 2012-13 Cash Position</b>	<b>(3,387)</b>

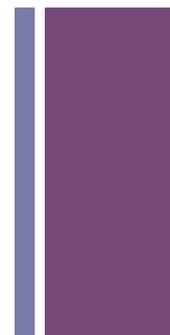


# Capital Budget



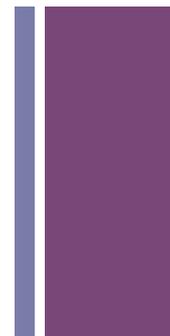


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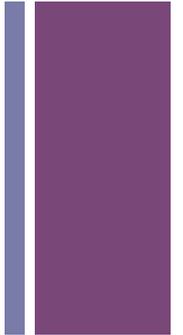


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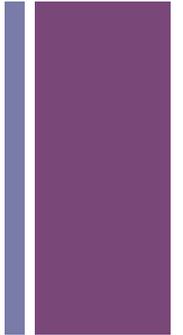
# Capital Budget



- Move towards long term capital budgeting
- Allows proper planning
- Gives some certainty to projects



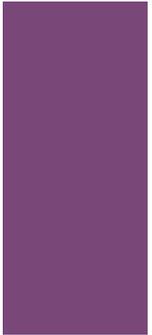
# General Capital Budget



Department	Description	Amount
Admin	IT Plan	9,357.60
Browsers	POS System	2,112.60
Communication	1-Plasmas	1,340.26
Facilities	Campus Clubs Storage	5,000.00
Facilities	Upholstering	15,750.00
XL Design	Relocation	24,210.37
<b>TOTAL</b>	<b>New Capital Budget for 2012/13</b>	<b>57,770.83</b>



# Louis' Renovation

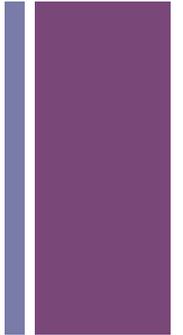


- Approved in 2011/12 Budget

Louis'	Future Renovation Proposal (Approved 2011/2012)	397,138.00
	Actuals Spent in 2011/12	(17,153.87)
<b>TOTAL</b>	<b>Capital Budget that will be used in 2012/2013</b>	<b>379,984.13</b>



# Louis' Renovation Features



- Aesthetic changes
- New table tops and chairs and upholstery
- Demolish “the pit” to open up the floor for seating and shows
- New lighting
- New flooring and paint



# Browsers Renovation

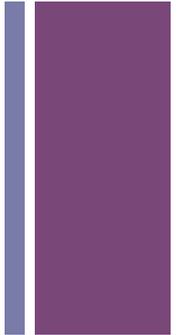


- New this budget
- To be Approved in 2012/13 Budget

Browsers	Future Renovation Proposal	415,375.56
<b>TOTAL</b>	<b>New Capital Budget for Future Renovations</b>	<b>415,375.56</b>



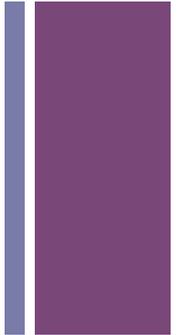
# Browsers Renovation Goals



- To maximize the uses of the large space we have in the second floor of the MUB
- Offer more product services to students
- Add additional special event venue space to compliment Louis'
- To have a flexible space with many uses
- To be aware and adjust to current business opportunities



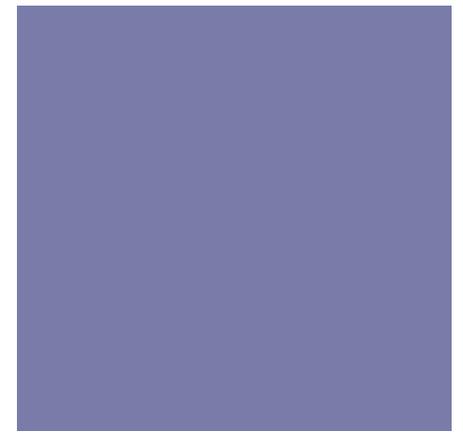
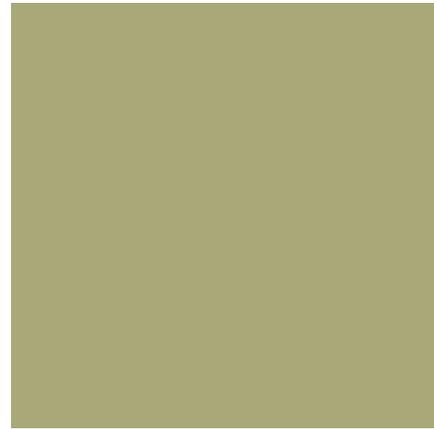
# Browsers Renovation Features



- Relocation of XL Print & Design into MUB 103
- Removal of the long counters along the north and south walls
- Addition of mobile book shelves
- Addition of food and beverage equipment
- Special events equipment (lighting, A/V)
- New flooring, lighting, millwork, plumbing and bathrooms
- Additional new furniture
- Interior front entrance renewal



# Operating Budget





<u>USSU OPERATION/SERVICE</u>	<u>Budget 2012/13</u>	<u>Budget 2011/12</u>
Administration	(1,017,047)	(997,869)
Admin-Student Fees	1,012,590	948,768
Browsers	(17,801)	(13,198)
Communications	(51,718)	(55,314)
Copy Central	(29,274)	(36,522)
Facilities	462,358	256,209
Food Centre	(15,303)	(15,678)
Help Centre	(40,396)	(43,545)
Information Centre	(25,748)	(28,052)
Louis'	1,561	36,221
Louis'-BVB	27,431	28,288
Louis'-Entertainment	(11,176)	(15,027)
Marketing Service	39,923	31,807
Pride Centre	(36,921)	(39,735)
Student Governance	(203,293)	(206,044)
Student Grants	(16,265)	(14,050)
Student Service-Events	1,300	(2,900)
Safewalk-Student Crew	(20,547)	(19,907)
Women's Centre	(36,029)	(39,038)
XL Design	(7,173)	(9,056)
MUB Cost	(209,965)	(185,036)
Total	(193,223)	(419,678)
Est.Closure cost cover by Infra Structure	-	519,758
Capital	(437,755)	(182,352)
*Investments for Operating	1,882,790	1,199,377
<b>Total</b>	<b>1,251,811</b>	<b>1,117,105</b>



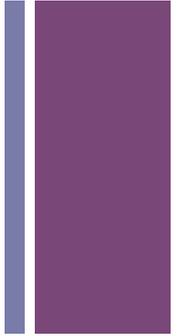


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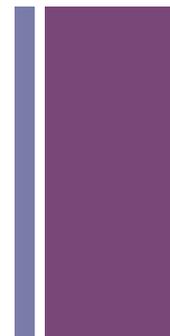
# Areas of Significance



- Copy Central price increase
- Facilities rent revenue, Place Riel investment paying off
- Louis' Short Welcome Week
- MUB Costs

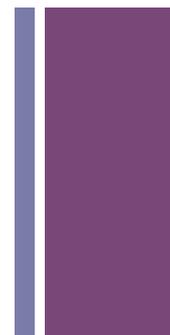


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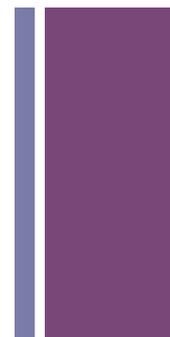


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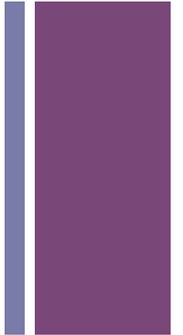


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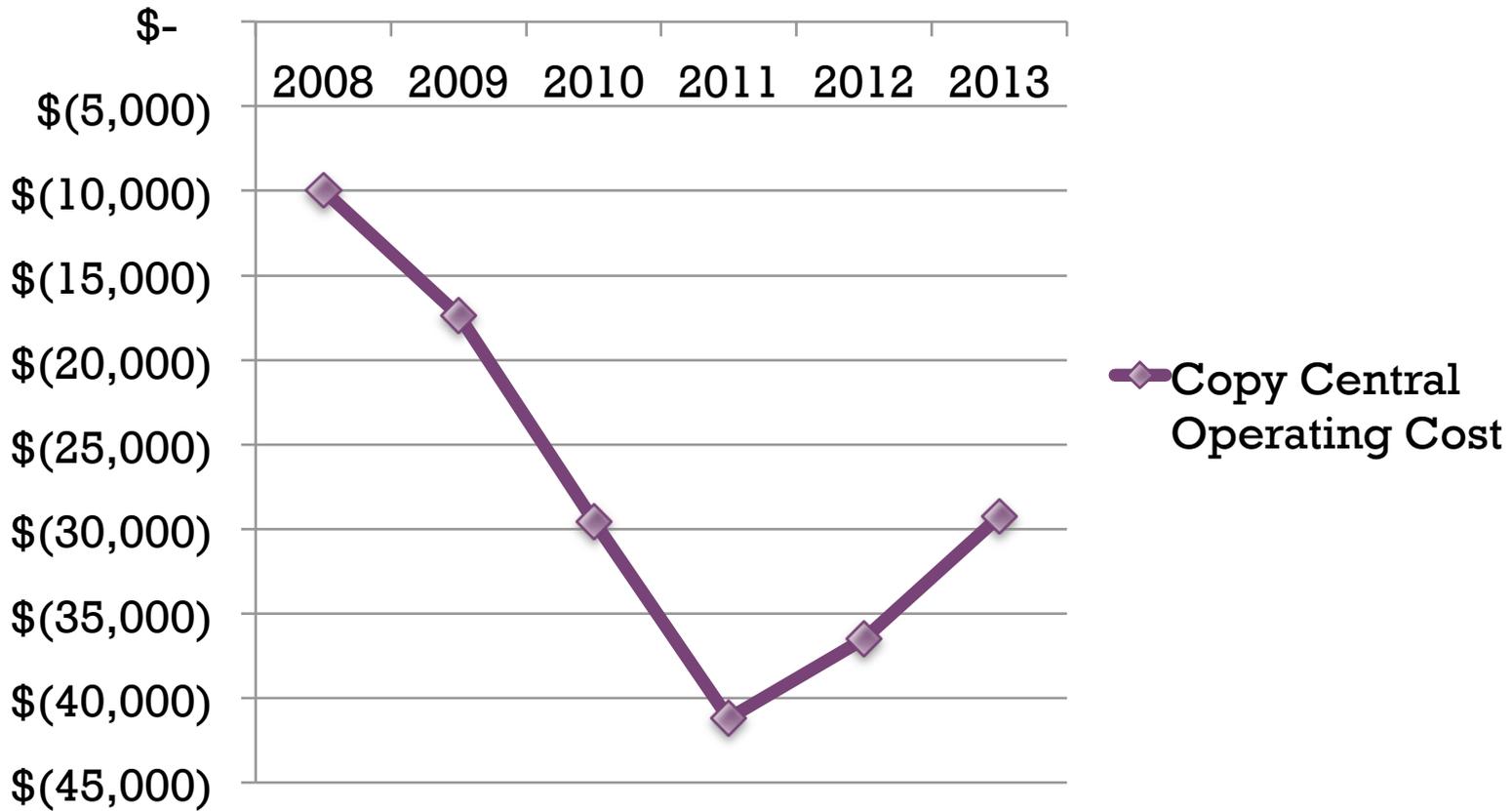
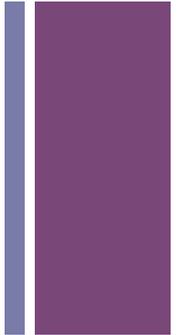
# Copy Central Price Increase



- Increasing copy charge from \$0.10/copy to \$0.15/copy
- Last price increase was 4 years ago

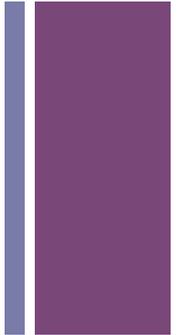


# Copy Central Cost

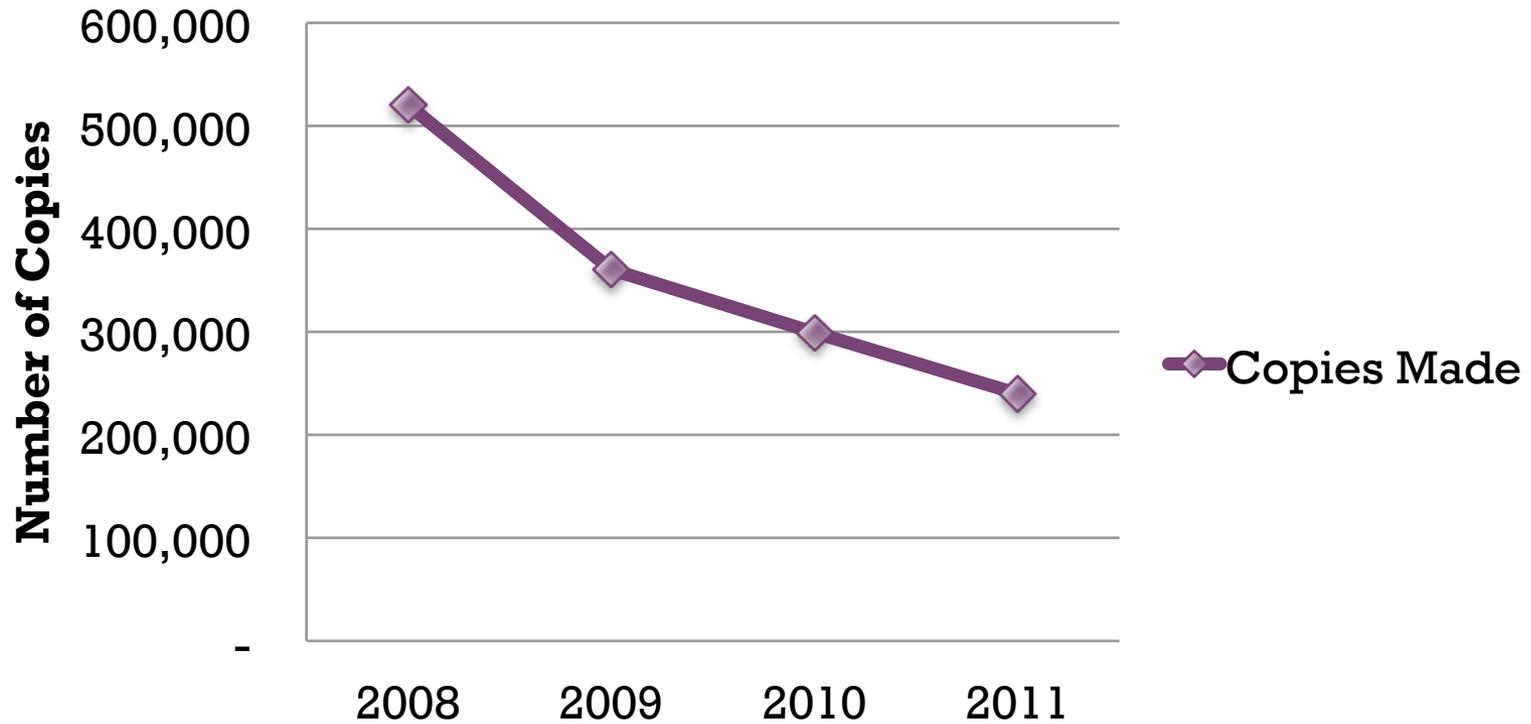




# Copy Central Usage

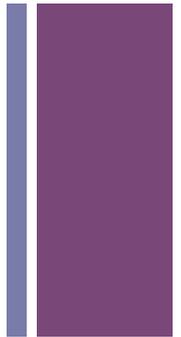


## Copy Central Usage 2008-2011



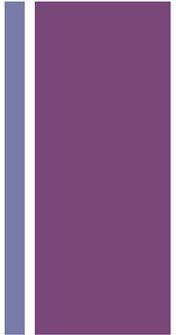


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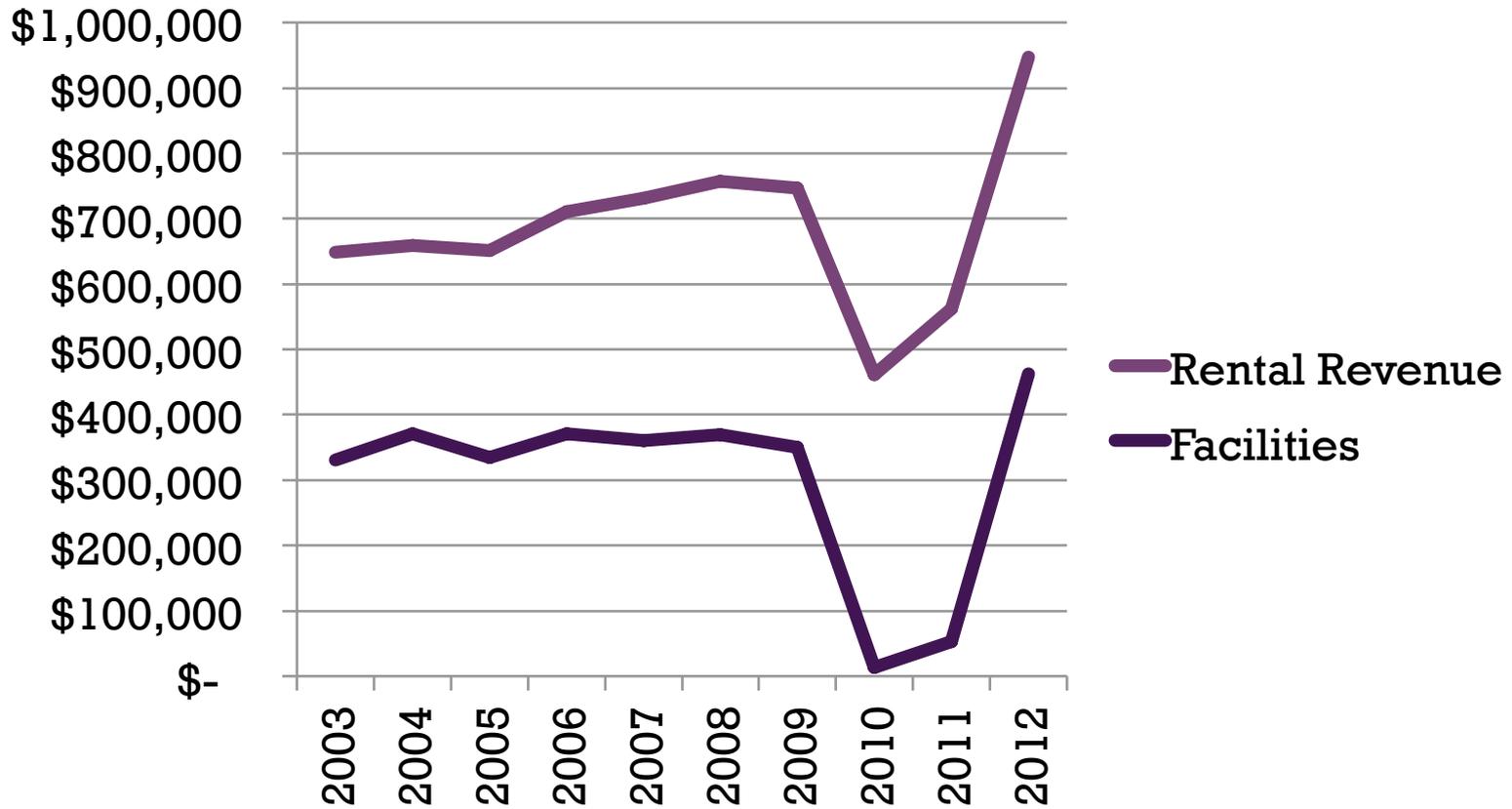
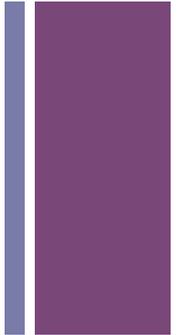
# Facilities Revenue



- Place Riel Renovation investment paying off
- Overall budgeted for \$462,358 surplus
- Rental revenue expected to generate \$947,106

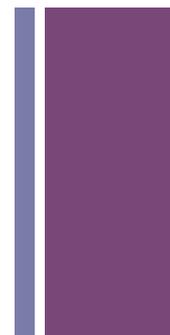


# Facilities Costs



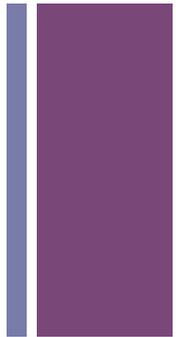


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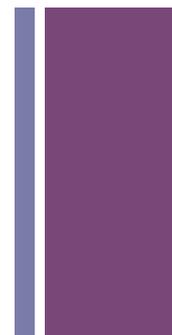


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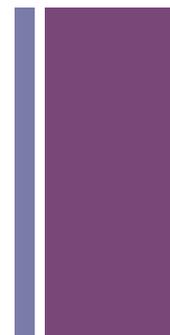


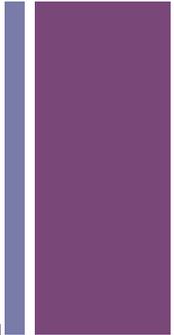
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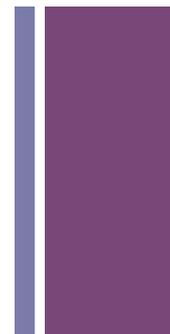
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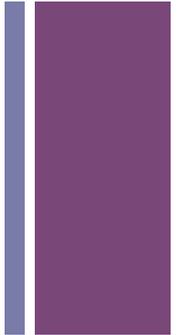


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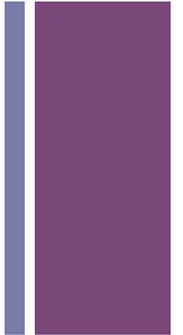
# Thank you!



- Students and USC for coming
- Senior managers for helping develop the budget
- Budget and Finance Committee for reviewing and approving
- Special thanks to Amanda Mitchell



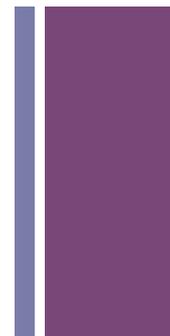
# Questions?



- Are there any questions?



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<b>Total</b>	<b>1,251,811</b>	<b>1,117,105</b>





<u>USSU OPERATION/SERVICE</u>	<u>Budget 2012/13</u>	<u>Budget 2011/12</u>
Administration	(1,017,047)	(997,869)
Admin-Student Fees	1,012,590	948,768
Browsers	(17,801)	(13,198)
Communications	(51,718)	(55,314)
Copy Central	(29,274)	(36,522)
Facilities	462,358	256,209
Food Centre	(15,303)	(15,678)
Help Centre	(40,396)	(43,545)
Information Centre	(25,748)	(28,052)
Louis'	1,561	36,221
Louis'-BVB	27,431	28,288
Louis'-Entertainment	(11,176)	(15,027)
Marketing Service	39,923	31,807
Pride Centre	(36,921)	(39,735)
Student Governance	(203,293)	(206,044)
Student Grants	(16,265)	(14,050)
Student Service-Events	1,300	(2,900)
Safewalk-Student Crew	(20,547)	(19,907)
Women's Centre	(36,029)	(39,038)
XL Design	(7,173)	(9,056)
MUB Cost	(209,965)	(185,036)
Total	(193,223)	(419,678)



**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>	<b>Mar. 1</b>	<b>Mar. 8</b>	<b>Mar. 15</b>	
Anderson, Alyssa	P	P	P	P	P	P	P	P	P	
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P	P	P	P	
Brown, Jared	P	R	P	P	P	P	P	P	P	
Clark, Jessalyn	P	P	P	P	P	P	P	P	R	
Darker, Autumn	P	P	P	P	P	P	P	P	P	
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		P	P	
Ferwerda, Alex	P	P	P	P	P	P	P	P	R	
Fineday, Max	NYA	NYA	NYA	NYA	P	P	P	P	P	
Froh, Kelsey	P	P	P	P	P	P	P	P	P	
Gartner, Adam	P	P	P	P	P	R	P	P	P	
Goudreau, Rylan	R	P	P	P	P	P	P	R	R	
Hitchings, Scott	R	P	P	P	P	P	P	P	P	
Konkin, David	P	P	P	P	P	P	P	P	P	
Lucas, Annie	R	P	P	P	P	P	P	P	P	
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	
Moellenbeck, Jenna	P	P	P	P	P	P	P	P	P	
Nystuen, Reid	P	P	P	P	P	P	P	R	P	
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P	P	P	P	
Steele, Desiree	R	P	P	P		P	R	P	P	
Stenerson, Adam	P	P	P	P	P	R	P	P	P	
Stevens, Michael	P	P	P	P	P	P	P	P	P	
Thompson, Leon	P	P	P	P	P	P	P	P	P	
Topola, Kelsey	P	P	P	P	P	P	P	P	P	
Tyler, Lesley	R	P	P	P	P	P	P	P	P	
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	
Zimmer, Noel	P	R	P	P	P	R	P	P	R	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday March 29, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – March 22, 2012**
  - 4.2 Executive Committee Minutes – March 26, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report – March 23, 2012**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
  - 7.1 Student Fee Guiding Principle Policy**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday March 22, 2012

## **Present**

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic Affairs  
Alex Ferwerda, VP Student Affairs  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rui Du, International Students  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Lesley Tyler, Nursing  
Michael Stevens, Law  
Marylou Mintram, ISC  
Kerollos Wanis, Medicine  
Desiree Steele, STM  
David Konkin, STM  
Annie Lucas, Nursing  
Noel Zimmer, Engineering  
Rylan Goudreau, Education

## **Also Present**

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## **Regrets**

Adam Stenerson, Dentistry

## **Absent**

## **Guests**

Ishmael Daro  
Leejay Schmidt  
Tannara Yelland  
Daryl Hofmann  
Amanda Smytaniuk – Student Care

Meeting was called to order at 6:03 pm.

## **1. Agenda**

Move to adopt the agenda.

**USCMotion170:** Councilor Brown/VP Topola

**Carried**

## **2. Introductions and Announcements**

VP Ferwerda introduced Amanda Smytaniuk from Student Care.

### 3. Council Address

#### 3.1 Amanda Smytaniuk – Student Care

Move to go into informality.

**USCMotion171:** Councilor Brown/Councilor Froh

Carried

Amanda Smytaniuk noted that Council had voted to keep the fee for the health and dental plan next year the same. Where we are at currently, is typically where we would be at in a normal renewal year. However, a decision was made to take the USSU plan to market this year with the insurance companies, Student Care is going to get various insurance companies to bid on it. It is not relevant at this point because a premium won't be set until those numbers come back. That number will be lower because those insurance companies will be bidding competitively on the USSU plan.

The news for the plan is basically the same. A 1% premium increase was looked at, which still kept the premium under the fee, but was very close. Council is in a good position as there are a few dollars to play with for other benefit additions. Executive has talked about using some of the reserve fund for benefit additions.

On Friday March 23, the RFQ, Request for Quotes, will be going out to the insurance companies. They will be given one week to turn around the pricing. The analysis will take about a week and a report will be put together for Council, so a decision can be made before the new Executive and new Council takes over.

Councilor Konkin asked if they were expecting the fee to be a bit lower than what students are currently paying. Ms. Smytaniuk commented yes, because it's a good idea to take the plan to market every five years. The USSU plan hasn't gone to market in about six years. Many schools will usually take their plan to tender when they're experiencing huge cost increases, because then they know the insurance companies are going to be competitive and can knock some of the costs down. The USSU isn't really in that position right now, but it's still good to be out there and seeing how competitive people are. For a long time, Student Care worked solely with Sunlife.

GM Cottrell asked Ms. Smytaniuk to confirm that when Student Care goes to market, they will take the whole deal the USSU has with Sunlife. Ms. Smytaniuk confirmed they would take the whole deal.

#### 3.2 Reid Nystuen – Budget Clarification

VP Nystuen commented that this presentation would be different and much shorter than the previous budget presentation.

VP noted that there have been two items that have come up during the week since the budget had been presented to Council that he wanted to address. The two items are Copy Central and concern over the deficit.

Last week the budget summary was presented to Council. There has been some new information that has come to light and a change has been made. This arose from a question that Councilor Steele brought up regarding the Copy Central fee and changing it from \$0.10/copy to \$0.15/copy. Upon looking into this, it turns out that there was a regrettable oversight and the fee to copy is already \$0.15/copy. VP Nystuen wanted to clarify that the numbers he is presenting are much different than previously mentioned. Copy Central will have a \$44,000 deficit this year to run that service with the adjustments made and not \$29,000 as previously noted. VP Nystuen commented that it's unfortunate that the budget got this far without anyone realizing this. This is a change that does affect the budget in a somewhat significant way. Council would have to the choice to raise the fee to \$0.20/copy, yet usage may go down resulting in revenue staying the same or even decreasing.

Member \_\_\_\_\_ asked if the USSU could look at decreasing the number of photocopiers. VP Nystuen commented that rent isn't paid on photocopiers and costs the USSU nothing to have them. A "click charge" is applied so each copy that is made, we pay \$0.04 out of that \$0.15 to WBM, which is the group we have a contract with and paper costs about \$0.01/copy.

The change does affect the two bottom lines; the operating deficit moves from \$193,000 to \$208,000 and our total reserve reduces by that \$15,000.

Councilor Froh asked if there were numbers substantiating that the increase in the copy price would decrease revenue. VP Nystuen commented that they were drawing on the past when the price went up from \$0.10/copy to \$0.15/copy. Some of the baseline assumptions were correct the first time around. VP Nystuen commented that this is what they expect, which might not actually be the case. Looking at how the trend has been in the past years, there was a decrease in the number of students using the photocopiers. VP Nystuen commented that it is up to Council to decide, but he recommends keeping the price the same.

Councilor Mintram asked when the last time the photocopiers were updated and how old are the actual machines and how often do they need maintenance. VP Nystuen commented that he isn't sure the age of the fleet. He noted a deal was made with WBM last May where the USSU signed at 4-year contract. The USSU doesn't pay rent on the copiers and just a "click charge". There is a fulltime staff member who mans the copydesk, refills toner and paper and does some maintenance if needed. If the machines break down, the costs go to WBM. To leave this contract, the USSU would have to pay a penalty of \$130,000.

VP Nystuen commented that he hasn't received any other feedback or concerns on the budget. For clarification, we know the operating deficit is going to be \$208,000 and capital will be \$438,000 and the reserve at the end of next year will end at 1.2 million. What's significant for this and what we should look at and take away from this is that the reserve is actually going to grow from 1.1 million to 1.2 million.

Regardless of what industry you are in, whether it be non-profit, government, etc., there are going to be cycles. There are ups and downs. The prudent thing to do is budget for in the middle and operate at that level. One thing the USSU has done is, despite us being in a bit of a valley now, we are keeping the same. Despite the trend being down we aren't reducing staff, centers or services. In that sense, we are heading in a direction that we want to be heading in. Although we are looking at a budget deficit of \$208,000, looking back at previous years, last year was the only year where we spent more than we had actually budgeted for. VP Nystuen noted there is no reason to be concerned because although what we budget is not actually the picture that develops in the following year.

VP Nystuen commented that there haven't been major capital projects in past years and Place Riel is exempt from the budget process because it's done in a different manner. In general, capital has been low this year. There will be other capital added on next year if Council approves the Browsers business plan. VP Nystuen argues that the plan should be approved because this is something that has been in the dialogue of students for many years as something that needs fixing. Those are fixed costs that we need to spend money on. Given what we have with that space and Browsers current business plan, VP Nystuen thinks this investment is the most effective way to actually make that generate some profit and offer more to students in the best use of that space. Even though this is more spending, it's an investment.

VP Nystuen commented that he is comfortable with this budget and believes the USSU is moving in the right direction. Substantial change is not something that happens quickly. Trends and heading in the right direction is a big part of what should be important to our organization. We are on the right track.

Councilor Bozek asked if there was a way to analyze 2-3 months into the school year next year to see whether the copy price increase affected the number of copies students are making. VP Nystuen commented that it is possible to increase the price and see how the reaction is. There would be a bit of a cost as to staff time that goes into changing the machines. This is something that could be done as an experiment.

GM Cottrell commented that this analysis is doable because we keep years of actuals; so doing that is not difficult. The tricky part comes in with the copy cards, which is a bit of an unknown as to how much is actually used on purchased cards. VP Nystuen asked if the cards were programed with amounts or numbers of copies. GM Cottrell commented that cards are bought with money amounts on them. Amanda Mitchell commented that there is an unknown there when it comes to copy cards.

Councilor Konkin commented that the analysis is a good idea, although there would probably have to be a marketing campaign behind that because the people who do use the service will not know the decrease or increase.

Councilor Steele noted that there is a distinct boom in photocopy usage in the first few months of school. It's good to know month-to-month actuals are kept and would be the most relevant thing to consider. She also noted that if she personally would not pay \$0.20 for a

photocopy if she had access to a scanner, as it's double the amount to print a paper out and believes a lot of students would agree.

Member \_\_\_\_\_ commented that it's a good idea to do an analysis, but the general trend shows that photocopying is going out of use. If the contract is coming up in 2014, it might be good to cut the losses then. VP Nystuen commented that that would be a decision to be made by future Executive and Council.

Member/Councilor \_\_\_\_\_ commented that since there are other options and continually a group of students who do use the photocopiers, that their use will be become fairly inelastic. VP Nystuen commented that maybe it will begin to plateau. We have seen percentage decreases year after year shrink, so it might be getting to that point where it does level off. One of the things that also touch on this is that the University also would not want to go without it. In the past there were discussions with the University to see if they would help subsidize this to some extent.

Member/Councilor \_\_\_\_\_ noted that given the projections from graphs last week seems to suggest the deficit was increasing fairly significantly. He asked when VP Nystuen thought it would be a good time to enter discussions with the University. VP Nystuen commented that the discussions will be happening very soon and will be moving forward with the University to see if anything can be done to cost-share this service.

Move to go back to formality.

**USCMotion172:** President Hitchings/Councilor Sinclair

**Carried**

#### **4. Minutes and Reports for Information**

##### **4.1 University Students' Council Minutes – March 15, 2012**

##### **4.2 Executive Committee Minutes – March 19, 2012**

##### **4.8 Budget & Finance Committee Minutes – March 12 & 19, 2012**

#### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion173:** Councilor Fineday/Councilor Darker

**Carried**

#### **6. Business**

##### **6.1 2012/2013 USSU Budget**

VP Nystuen commented that his intention was to move the budget, yet he completely understands if Councilors want to take some time to discuss the new change.

Councilor Steele asked how quickly the USSU could find out the feasibility and logistics

of having a trial period for having the increase to \$0.20/copy for photocopiers. VP Nystuen commented that that might be a decision that could be made by Council.

Councilor Moellenbeck asked when the increase to \$0.15/copy happened. VP Nystuen commented that it's been about four years since the increase.

Move to accept the 2012/2013 USSU Budget.

**USCMotion174:** VP Nystuen/President Hitchings

**Carried**

## **7. New Business**

## **8. Questions and Comments**

President Hitchings and VP Nystuen traveled to Regina for the release of the provincial budget. There are three things that he would like to comment on in regards to the budget. There is a change to policy that the government will be making, which is a direct effect of our lobbying efforts. One of the things we lobbied for was the fact that tuition was unaffordable to some people and the government needs to do something to make sure that those who can't afford to come to University are able to afford it. A policy change that they are making is to essentially cap a grant program so people who come from above or middle income families are not able to get those grants. It frees up more grant money to be given to people who come from low-income families, which makes post secondary education more affordable for them.

There is a memorandum of understanding between the Provincial Government and the President of the University of Saskatchewan to keep tuition increases between 4% and 9%. In most colleges the increases will be capped at 4%. In some colleges the increase will be a little higher. The intention of the memorandum is a long-term tuition strategy. Instead of freezing the tuition, the government will work out a deal with the University and Board of Governors to keep tuition increases at reasonable rates and project them out for the next few years so students are able to accurately plan for how much their education will cost. This is a trial period, but the government hops to extend this to be a long-term tuition management strategy where they would sign a memorandum of understanding that would last a few years.

The government also recognizes that housing is very unaffordable and are taking steps in trying to increase the number of rental units in the city, which will hopefully decrease rent.

Councilor Du asked if the International tuition rate was discussed at the budget. President Hitchings commented they didn't really touch on that subject and that tuition would be something that the Board of Governors will be discussing next month. He would like Councils feedback on tuition so he can voice their opinion at the meeting.

VP Ferwerda commented that Thursday March 22 is World Water Day and a successful event was held in the tunnel that he was lucky to be apart of. He had good conversations

with many students in regards to how much water an average Canadian uses. Councilor Bozek announced the last KISS event is taking place on Friday March 23 and would like as many people to attend as possible. The event is being held at the Sutherland Hotel from 9 p.m. to 11 p.m. and is a beverage night. Also, a road hockey tournament will be held the last day of classes. The fee is \$10 a person and all money raised goes to Kids Sport and is a good cause and a lot of fun. There are many prizes to be won.

Member Schmidt noted the IEEE is having their huge High Voltage Classic on Saturday March 24 to Sunday March 25 and is held downtown by City Hall.

Councilor Gourdreau noted that there has been some concern in regards to Executive election posters. Posters must be stamped and can only be posted on the corkboards. He also noted that there is a raffle for a Winnipeg Jets signed jersey next week in the tunnel. Tickets are \$20 for three or \$10 for one. All proceeds go to the Boys and Girls Club and will be raffled off on March 31 at the Sutherland Hotel.

## **9. Other Business**

### **9.1 Year End Social**

VP Nystuen commented that based on the feedback he has received regarding the social, the best time for most people is following next Thursday's meeting on March 29 at Louis'.

Councilor Bozek made a motion for an increase to Copy Central photocopying.

Councilor Moellenbeck noted that if Council decides to go back to the \$0.15/copy there would have to be some sort of marketing campaign to make students aware.

Move to approve a \$0.05/copy increase for Copy Central photocopies starting September 2012 for a three-month trial period.

**USCMotion175:** Councilor Bozek/Councilor Froh

**Carried**

## **10. Adjournment**

Move to adjourn.

**USCMotion176:** Councilor Thompson/Councilor Steele

**Carried**

# Executive Committee

Minutes for Monday March 26, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda  
Regrets: Caroline Cottrell

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## 1. **Call to Order**

The meeting was called to order at 2:40 p.m.

## 2. **Quorum**

Quorum was present.

## 3. **Roundtables**

### **President Hitchings**

- Meeting with Sustainability Learning Community Coordinator
- Class
- Executive Meeting
- Meeting with Amanda re: Studentcare
- Set Up USSU Election Forum
- Class
- Attended USSU Election Forum
- Travel to Regina with Vice-President of Operations & Finance Mr Reid Nystuen re: Release of Provincial Budget
- Class
- Fee Appeals Meeting
- USSU Elections Candidates Debate
- USC
- Dinner Meeting with Amanda re: Studentcare
- Academic Day Off

### **VP Topola**

- Attended PAL meeting at the ULC
- Attended class
- Worked on Promotional Video for the Learning Communities program
- Met with Jeff Jackson re: Filemaker dEsign
- Attended Executive Committee meeting
- Met with Prof. George Keyworth re: EIE
- Handled Academic Grievances

- Prepared for and chaired an Academic Affairs Committee Meeting
- Met with Jason Kovitch re: EIE walkthrough
- Met with Amanda Smytaniuk
- Attended USC
- Attended RSAW meeting
- Prepared for and attended EIE ceremony

#### **VP Nystuen**

- Exec meeting
- Meeting with Allison from the Sustainability learning community
- Budget and Finance Committee meeting
- Type BFC minutes and notify clubs of decisions
- Attend USSU Election Forum
- Meet with Amanda from Student Care
- Prepare budget presentation for USC
- Attend USC
- Travel to Regina for Provincial budget
- Class
- Sustainability committee meeting
- Write blog
- Help clubs with issues around campus

#### **VP Ferwerda**

- Sustainability Working Committee
- Executive meeting
- Meeting with EWB
- Meeting with Student Care
- Earth Hour Planning
- Radio Show
- Culligen Bottles
- Class
- World Water Day in the tunnel
- Academic Affairs Meeting
- Fairtrade Meeting with Michael Zelmer
- Supper with Amanda Smytaniuk Student Care
- Morning ADO
- Sustainability Committee Meeting

#### **4. Business**

##### 4.1 Sustainability Policy

VP Ferwerda had made changes to the Sustainability Policy. VP Nystuen commented that the policy was not sent to Executive to review in time to move to accept it. VP Nystuen asked if the policy had been sent to GM

Cottrell or the Facilities Manager for review. VP Ferwerda commented that the policy had been sent to GM Cottrell. VP Nystuen would like the policy to be sent to the Facilities Manager for review as Administration will be working with the policy. VP Topola agrees with VP Nystuen.

**Move to accept the changes to the Sustainability Policy.**

**EXECMotion115:** VP Ferwerda/President Hitchings

**Move to table the item to next Executive meeting.**

**EXECMotion116:** VP Nystuen/VP Topola

**Carried**

4.2 The Sheaf

The Sheaf is looking for table sponsorship for their book sale in the tunnel. Total cost would be \$75 but the Sheaf already has been given a \$500 sponsorship for their gala. Executive agreed to split the \$500 cost to include the table rental.

**Move to amend previous motion to reflect the following: \$425 for The Sheaf gala and \$75 for table rental.**

**EXECMotion117:** VP Nystuen/President Hitchings

**Carried**

4.3 SSC Domain

Executive discussed renewing their subscription. Will be decided on April 2<sup>nd</sup>.

**5. Adjournment**

Meeting was adjourned at 3:05 p.m.

**Sustainability Committee**  
**March 23, 2012**

**Present:**

Alex Ferwerda  
Annie Lucas  
Reid Nystuen  
Raquel Viguera

**Regrets:**

Michael Stevens  
Adam Gartner

- I. Call to Order 3:18
- II. Adoption of the Agenda – Nystuen/Lucas
- III. Business
  - a. The sustainability policy as amended was discussed and read through by the committee. A motion to approve the sustainability as presented was put forward. Ferwerda/Lucas – Passed.
  - b. The upcoming Carbonless Community Concert was announced and all committee members were encouraged to join in the fun.
- IV. Adjournment – Raquel/Lucas

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

## 2011-2012 USC Attendance

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>	<b>Mar. 1</b>	<b>Mar. 8</b>	<b>Mar. 15</b>	<b>Mar. 22</b>
Anderson, Alyssa	P	P	P	P	P	P	P	P	P	P
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P	P	P	P	P
Brown, Jared	P	R	P	P	P	P	P	P	P	P
Clark, Jessalyn	P	P	P	P	P	P	P	P	R	P
Darker, Autumn	P	P	P	P	P	P	P	P	P	P
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		P	P	P
Ferwerda, Alex	P	P	P	P	P	P	P	P	R	P
Fineday, Max	NYA	NYA	NYA	NYA	P	P	P	P	P	P
Froh, Kelsey	P	P	P	P	P	P	P	P	P	P
Gartner, Adam	P	P	P	P	P	R	P	P	P	P
Goudreau, Rylan	R	P	P	P	P	P	P	R	R	P
Hitchings, Scott	R	P	P	P	P	P	P	P	P	P
Konkin, David	P	P	P	P	P	P	P	P	P	P
Lucas, Annie	R	P	P	P	P	P	P	P	P	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P
Moellenbeck, Jenna	P	P	P	P	P	P	P	P	P	P
Nystuen, Reid	P	P	P	P	P	P	P	R	P	P
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P	P	P	P	P
Steele, Desiree	R	P	P	P		P	R	P	P	P
Stenerson, Adam	P	P	P	P	P	R	P	P	P	R
Stevens, Michael	P	P	P	P	P	P	P	P	P	P
Thompson, Leon	P	P	P	P	P	P	P	P	P	P
Topola, Kelsey	P	P	P	P	P	P	P	P	P	P
Tyler, Lesley	R	P	P	P	P	P	P	P	P	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P
Zimmer, Noel	P	R	P	P	P	R	P	P	R	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting





# **University Students' Council Agenda**

Thursday April 5, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes – March 29, 2012**
  - 4.2 Executive Committee Minutes – April 2, 2012**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
  - 4.6 Elections Committee Minutes and Report**
  - 4.7 External Affairs Committee Minutes and Report**
  - 4.8 Budget & Finance Committee Minutes and Report – April 2, 2012**
  - 4.9 Student Affairs Committee Minutes and Report**
  - 4.10 Sustainability Committee Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 7.1 Student Fee Guiding Principle Policy**
  - 7.2 Childcare for Meetings - Report**
- 7. New Business**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

# University Students' Council

Minutes for Thursday March 29, 2012

## Present

Scott Hitchings, USSU President  
Reid Nystuen, VP Operations and Finance  
Kelsey Topola, VP Academic Affairs  
Alex Ferwerda, VP Student Affairs  
David Konkin, STM  
Jessalyn Clark, Education  
Autumn Darker, Agriculture and Bioresources  
Jennifer Bozek, Kinesiology  
Leon Thompson, Arts & Science  
Adam Gartner, Engineering  
Kelsey Froh, ESB  
Jenna Moellenbeck, ESB  
Rui Du, International Students  
Baylie Sinclair, Pharmacy & Nutrition  
Alyssa Anderson, Vet Med  
Jared Brown, ISC  
Lesley Tyler, Nursing  
Michael Stevens, Law  
Marylou Mintram, ISC  
Kerollos Wanis, Medicine  
Desiree Steele, STM  
David Konkin, STM  
Annie Lucas, Nursing  
Noel Zimmer, Engineering  
Rylan Goudreau, Education  
Adam Stenerson, Dentistry

## Also Present

Matt Leisle, USC Chair  
Caroline Cottrell, General Manager

## Regrets

## Absent

## Guests

Ishmael Daro  
Leejay Schmidt  
Tannara Yelland  
Daryl Hofmann  
Steven Heidel

Meeting was called to order at 6:05 pm.

## 1. Agenda

Move to add 3.1 Kelsey Froh - Budget.

**USCMotion177:** Councilor Froh/President Hitchings

**Carried**

Move to adopt the agenda as amended.

**USCMotion178:** Councilor Brown/Councilor Gartner

**Carried**

## 2. Introductions and Announcements

President Hitchings congratulated the new Executive elect. Jared Brown won presidency. Steven Heidel won VP Operations & Finance. Ruvimbo Kanyemba won VP Academic

Affairs and VP Student Affairs goes to Alex Werenka. In addition, President Hitchings thanked all students and councilors who ran for Executive positions.

VP Topola introduced James Pepler.

Councilor Konkin introduced one of the new STM Councilors, Jordan Sherbino.

VP Ferwerda introduced Daryl Hofmann from The Sheaf.

### **3. Council Address**

#### **3.1 Kelsey Froh – Budget**

Move to go into informality.

**USCMotion179:** Councilor Froh/President Hitchings **Carried**

Councilor Froh commented that some very important information has come his way and feels it needs Council's attention. Councilor Froh and Council sang happy birthday to GM Cottrell!

Move to go back into formality.

**USCMotion180:** Councilor Thompson/Councilor Froh **Carried**

### **4. Minutes and Reports for Information**

#### **4.1 University Students' Council Minutes – March 22, 2012**

#### **4.2 Executive Committee Minutes – March 26, 2012**

#### **4.10 Sustainability Committee Minutes – March 23, 2012**

### **5. Motions Arising from Minutes and Reports for Information**

Move to adopt the minutes.

**USCMotion181:** Councilor Brown/VP Topola **Carried**

### **6. Business**

### **7. New Business**

#### **7.1 Student Fee Guiding Principle Policy**

VP Nystuen commented that the policy is still under development but wanted to give a verbal update to Council. Earlier in the year there was a motion made to change the Infrastructure Fee Policy, which is a policy that essentially guides the spending and parameters around the infrastructure fee that we hold and collect. As it stands, we don't currently have a policy guiding the principles around our student fee. VP Nystuen hopes to

finish writing the policy and sent out to Council by Friday March 30. The policy will guide how we operate our student fee. He would like to include the details of how this organization strives to have an operating reserve of six months. This item will be address under New Business at the next Council meeting.

## 8. Questions and Comments

VP Topola thanked the members of the Academic Affairs Committee for all their hard work and noted the Teaching Excellence Awards held on March 25 was a successful event.

Member Heidel thanked Councilor Moellenbeck for running a good campaign and for being an awesome opponent.

VP Ferwerda noted that Saturday March 31 is Earth Hour at 8:30 p.m. There is a Carbon-less Community Concert event being held at Browsers and sponsored by Paddockwood. Everyone is encouraged to attend.

Councilor Goudreau commented the draw for the Winnipeg Jets jersey is at the Sutherland Hotel Saturday March 31. All money raised is going to the Boys and Girls Club.

Councilor Steele commented that this was her last Council meeting as she will not be able to attend the last meeting. She thanked Councilors and noted she really enjoyed the experience. She also thanked the Executive.

## 9. Other Business

Move to give GM Cottrell speaking rights.

**USCMotion182:** VP Topola/Councilor Thompson

**Carried**

GM Cottrell gave an update on the motion Councilor Fineday put forward. She believes this idea is doable, although she doesn't have all the information yet. For ordinary meetings, there will have to be two babysitters in the Campus Club Space. If the meeting goes more than three hours, food and a space for children to lie down must be provided. There also needs to be a close-by washroom, which we have near the space. The AGM is more of a complex because people would have to sign up in advance because the only way to manage that, is to hold it in the USSU Childcare Centre. GM Cottrell has spoken with the director there and they are more than happy to work together to accommodate this. But because it is a licensed childcare centre, we will have to meet provincial regulations around ratios of staff to children. We would never be able to accommodate more than 66 children. GM Cottrell has a call in to Pat Hofmann, the Early Learning Consultant for the USSU Childcare Centre, just to confirm with her that all of this on the up and up. GM Cottrell will put in a call to the USSU's insurance agent to make sure that there is something that would cover something like this.

VP Nystuen commented that the last council meeting is next week, Thursday April 5. VP

Nystuen also noted there are honourarium cheques for Councilors, which he will hand out after the meeting. He also thanked Council for a great year.

USC Chair noted this would be his last Council Social he will be attending and is willing to talk about various council stories and encourages Councilors to come out and have a good time.

**10. Adjournment**

Move to adjourn.

**USCMotion183:** Councilor Thompson/Councilor Moellebeck

**Carried**

# Executive Committee

Minutes for Monday April 2, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda, Caroline Cottrell

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1. **Call to Order**

The meeting was called to order at 2:40 p.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

**President Hitchings**

- Experience in Excellence Awards
- Meeting with Student re: sustainability
- Class
- Executive meeting
- Class
- Attended USSU elections forum
- Set up polling booths around campus
- Meeting with Dr Dave Hannah
- Class
- Sustainability Learning Community
- Worked polling booth in Vet Med
- Class
- USC
- Met with Professor
- Met with Minister Norris
- Class

**VP Topola**

- Attended PAL meeting at the ULC
- Attended class
- Attended Executive Committee meeting
- Met with VP Student Affairs Dave Hannah re: childcare
- Attended USSU Monthly Staff meeting
- Wrote plasma points and blogs for Jason Ventnor
- Attended USC
- Handled academic grievances

### **VP Nystuen**

- Attend Experience in Excellence awards
- Exec Meeting
- Attend USSU election candidate forum
- Standard of Student Conduct policy review committee
- Meeting with David Hannah and James Pepler about new childcare spaces
- Staff meeting
- Social Committee meeting to plan new year's retreat
- Meeting with representatives with the SIFE club
- Attend USC meeting
- Attend USSU election announcement
- Help set up polling stations around campus
- Class
- Meeting with Minister Rob Norris
- Prepare changes to Campus Groups Policy
- Write Student Fee Guiding Principles
- Prepare BFC meeting package
- Begin transitioning VP Operations and Finance-elect Steven Heidel
- Write and send letter of USSU support to SLIP
- Correspond and answer questions from campus groups

### **VP Ferwerda**

- Executive Meeting
- We Area All Treaty People Assessment
- Centres Meeting
- Radio SHow
- Meeting with David Hannah
- Staff Meetings
- Stringing Cups
- Learning Community
- Meeting with a student
- Earth Hour meeting
- Candle purchasing
- Door Prizes from Paddock Wood
- Office of Sustainability Meeting
- Earth Hour: Carbonless Community Concert

## **4. Business**

### **4.1 Sustainability Policy**

**Move to accept the Sustainability Policy (see attached).**

4.2 Elections Deconstruct

GM Cottrell commented on how impressed she was with voter turnout and believes the polling stations made a big difference. VP Nystuen noted that if a tally had been kept of voters at each station it would be a good indicator as where to distribute the stations next year. President Hitchings commented that next year it would also be a good idea to post candidate information at the polling stations. He also added that it would be beneficial for PAWS to have a link to candidate's profiles as well. VP Nystuen commented that he found it odd that the USSU doesn't allow candidates to poster in Place Riel, the busiest building on campus. He notes that even though the USSU remains neutral at election time, it would be the best place to advertise. VP Nystuen suggested designated spots in Place Riel for posters during elections.

4.3 Childcare Letter to Dave Hannah

GM Cottrell has sent the letter to the Executive to read over. VP Nystuen noted that the goal of this fee is to generate the same amount equal to what the government and the University are contributing. But the fee will eventually add up to being more than just a partner as it goes above and beyond what is being contributed by the other partners.

4.4 Student Fee Policy

VP Nystuen finished the policy and sent it out Friday to the Executive. The Budget & Finance Committee has accepted it and it will go to Council this week under New Business.

**Move to accept the Student Fee Policy.**

**EXECMotion119:** VP Nystuen/VP Topola

**Carried**

4.5 Campus Group Policy Changes

VP Nystuen has made some changes to the Campus Group Policy.

**Move to accept the changes to the Campus Group Policy (see attached).**

**EXECMotion120:** VP Nystuen/VP Topola

**Carried**

4.6 EDOs/ADOs/Holidays

GM Cottrell reminded Executive to talk to Desiree Moody to find out how many EDOs, ADOs and holidays they have left.

**5. Adjournment**

Meeting was adjourned at 3:05 p.m.



## **Sustainability Policy**

### **1. Preamble:**

The USSU represents all undergraduate students at the University of Saskatchewan and strives to meet both the academic and non-academic needs of these students. Ensuring a small environmental footprint for present and future generations is valued at the USSU. Therefore, the USSU shall work to engage in practices that are sustainable and effective in mitigating environmental degradation.

### **2. Value Statement:**

The USSU will place sustainability at the core of its practices, events, campaigns, operations, and services. It is understood that education and awareness are crucial components required to bring about a more sustainable future. Leading by example is one of the most important ways to bring about change.

### **3. Definition:**

Sustainability is the stewardship of the natural and built environment in a socially, ethically and economically responsible manner that meets the needs of both present and future generations.

### **4. Administrative Protocol**

The administrative sustainability protocol policy shall be guided by the principles laid out in this document. This protocol shall be reviewed yearly and presented to the Sustainability Committee for amendments and approval.

### **5. Principles:**

The USSU shall:

- 5.1** Reduce its consumption of energy and resources.
- 5.2** Reduce its amount of waste.
- 5.3** Educate staff and students about how to reduce their negative environmental impacts and create net positive change.
- 5.4** Collaborate with others on campus who are actively attempting to reduce their

negative environmental impacts and creating positive change.

**5.5** Ensure that the sustainability achievements and results of the union are effectively communicated to the campus community.

**5.6** Encourage staff to practice sustainable lifestyles and habits around the office and home.

**5.7** Comply with all legal, policy, and regulatory requirements.

**5.8** Clearly define goals and benchmarks in sustainable practices and operations.



## Campus Groups Policy

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### Preamble

The University of Saskatchewan Students' Union ('the Union') is composed of students with a wide array of academic and non-academic needs and interests. While the Union strives to meet these diverse needs, it is understood that other groups may exist on campus that also seek to address them. Such groups may have the potential to provide services to a constituency that the Union may not be able to match. Thus, the Union seeks to provide such groups with as much support as possible.

This policy exists to standardize and streamline the manner in which the Union interacts with student groups. The purpose of this policy is to assist students in the formation, operation and development of student groups. Furthermore, it exists to clarify any obligations a group holds to the Union and to its members.

### Definitions

**Campus Groups** – all undergraduate student organizations that have been recognized as “USSU Ratified”, consisting of College Societies and Campus Clubs.

**College Society** – an undergraduate student organization that is the official student body representative of an academic College or School at the University of Saskatchewan.

**Campus Club** - a student organization that represents a particular interest among the members of the Union. College Societies as outlined above cannot also qualify as Campus Clubs

**Academic Year** - the period of time beginning May 1 and ending the following April 30.

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## **I. Ratification Process and Criteria**

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### **1. General**

- 1.1 In accordance with the budget cycle of the Union, the ratification of a Campus Group shall expire April 30 of each year.
- 1.2 Groups with a similar mandate and a similar membership to a previously ratified Campus Group or College Society indebted to the Union shall be responsible for repayment of that debt, at the discretion of the Budget and Finance Committee.
- 1.3 Any Campus Club or College Society that does not re-apply for ratification is considered dissolved, and is therefore not entitled to any of the privileges of a USSU Ratified Campus Group.
- 1.4 Applications for Campus Club ratification are accepted beginning May 1 of each academic year. A minimum of seven business days is required to process an application.

### **2. Process for College Societies**

Due to their direct affiliation with the University of Saskatchewan and the permanence associated with such an affiliation, College Societies are automatically recognized as “USSU Ratified Student Groups” each academic year, pending the submission of the following:

- 2.1 a comprehensive list of all social, athletic and academic events for the upcoming year (for insurance purposes);
- 2.2 a copy of the Society’s most recent constitution;
- 2.3 a list of Executive Members with student numbers;
- 2.4 a list of fifteen (15) members with student numbers and email addresses;
- 2.5 payment of fees for the academic year, as prescribed in Section IV, Campus Group Fees.

### **3. Criteria for College Societies**

Groups must meet the following criteria in order to become USSU Ratified College Societies.

- 3.1 The Executive of the Society must currently be members of the Union.

- 3.2 The Society must be governed by a constitution and submit said constitution to the Union. The constitution must adhere to the constitutional guidelines set out in our sample constitution.
- 3.3 The Society must have a clearly defined purpose. This purpose must not conflict with the Mission, Vision or Values statements of the Union.
- 3.4 The Society must not have any outstanding debts with the Union.

#### **4. Process for Campus Clubs**

Groups must meet the following criteria in order to become USSU Ratified Campus Clubs:

- 4.1 a comprehensive list of all social, athletic and academic events for the upcoming year (for insurance purposes);
- 4.2 a copy of the Society's most recent constitution;
- 4.3 a list of Executive Members with student numbers;
- 4.4 a list of fifteen (15) members with student numbers and email addresses;
- 4.5 payment of fees for the academic year, as prescribed in Section IV, Campus Group Fees.

#### **5. Criteria for Campus Clubs**

Groups must meet the following criteria in order to become USSU Ratified Campus Clubs.

- 5.1 The Club must intend to carry out activities that do not infringe any federal, provincial, municipal or university regulations and which will not interfere with the ordinary course of business at the university, nor infringe on the rights and privileges of others. This includes the rights of privacy and of freedom of expression.
- 5.2 The Club must demonstrate significant interest within the student body by presenting to the Budget and Finance Committee a typed list of no fewer than fifteen (15) students currently registered at the U of S who are interested in joining the club. The list must include each student's name, student number and email address.

- 5.3 The Club must have a minimum of 75% University of Saskatchewan Students' Union membership.
- 5.4 The Club must be governed by and submit to the Union a constitution as defined by Robert's Rules of Order, and adhere to the constitutional guidelines set out in our sample constitution.
- 5.5 The Club must solely have members of the Union as its executive.
- 5.6 The Club must have a clearly defined purpose. This purpose must not conflict with the Mission, Vision or Values statements of the Union.
- 5.7 The Club must hold a bank account in the legal name of the Group.
- 5.8 The Club must not have any outstanding debts with the Union.
- 5.9 The Club must have paid their fees for the academic year, as prescribed in Section IV.
- 5.10 The USSU will not ratify Campus Groups with a mandate or sole purpose of event planning, including, but not limited to, events such as festivals, ceremonies, competitions, parties or conventions.

## **6. Appeals**

- 6.1 In the event that the Budget and Finance Committee decides to not ratify a group, the option exists for the group to request an appeal before University Students' Council (USC). USC has the right to grant or deny leave to the appeal.
- 6.2 A formal notice of appeal must be submitted to the Vice-President Operations and Finance within fourteen (14) days of being notified of the board's decision.

## **7. Miscellaneous**

- 7.1 The Union encourages all Campus Groups to consider applying for and maintaining Non-Profit Corporation status. This would allow the club to become a legal entity. Such status has implications with regard to the amount of liability incurred in the case of a lawsuit and, among other things, would allow the group to enter into contracts on behalf of the group.

For further information on Non-Profit Corporation Status and/or to apply, contact the Saskatchewan Department of Economic and Co-

operative Development (345 3<sup>rd</sup> Avenue South, Saskatoon, Canada, S7K 2H6) at 933-5750 (or fax 933-7692).

- 7.2 The Union recommends that Campus Groups charge an annual membership fee.

Membership fees provide a base of funding for the group each year. The Union has funding available for Campus Groups. However, such funding is not granted to cover operating costs since a Campus Group should be financially independent of the Union. Funding is granted for special events as outlined in Section IV, Campus Group Funding.

### **III. Services offered to USSU Ratified Campus Groups**

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#### **1. Services of the Union**

##### **1.1 Operations and Facilities**

The Union provides three categories of facilities services to ratified Campus Groups at a discount rate. These categories include space rental, equipment rental and promotional services.

A breakdown of these categories is as follows:

- a. Space Rental
  - i. Table Space in the tunnel between Place Riel Student Centre and the Arts Tunnel
  - ii. Volleyball Courts
  - iii. Mailbox in Union Office
  
- b. Promotional Services
  - i. Poster Advertising in Place Riel Student Centre
  - ii. Plasma Screen Advertising
  - iii. Information Distribution

##### **1.2 Insurance**

All USSU Ratified Campus Groups are granted general liability insurance coverage under the USSU insurance policy, as outlined in Section IV.

##### **1.3 Funding**

All USSU Ratified Campus Groups are eligible to apply for Campus Group Funding, as outlined in Section V.

## **2. Facilities Management**

- 2.1 All USSU Ratified Campus Groups may book academic space on campus for free through the office of Room Scheduling in the Facilities Management department. Non-ratified groups may book space once for the purpose of holding an organizational meeting. Bookings should be made at least one week in advance.

## **3. Department of Computing Services**

The Union recognizes the importance of the communication links between a Campus Group and its membership. To facilitate that interaction, USSU Ratified Campus Groups are provided with the means to go on-line through the Department of Computer Services.

### **3.1 E-mail Accounts**

All USSU Ratified Campus Groups can set up free e-mail accounts with the Department of Computing Services.

### **3.2 Web Page Space**

All USSU Ratified Campus Groups have access to space on a Department of Computing Services Server. Groups may then maintain their own web page.

## **IV. Campus Group Fees**

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Prior to ratification taking place, Campus Groups must pay their due fees as well as meet all of the criteria listed in Section I. Campus Group Fees are divided into two categories: a ratification fee and an insurance fee.

### **1. Ratification Fee**

The Union requires that each Campus Group pay a ratification fee according to the chart below. In the event that ratification is refused, the fee will be returned to the applicant.

#### *General Activities*

The non-alcohol related events and activities portion of the fee is based on the membership size of the group. It is charged as follows.

College Societies (college sizes)

0 — 500	\$150
500 — 1000	\$300
1000 +	\$450
Campus Clubs	\$100
Sports Clubs	\$200

## 2. Insurance Fee

One of the main administrative functions of the Union is to facilitate Campus Group insurance needs. The Union provides insurance coverage to these groups by way of an extension of its liability insurance policy. The goal of the following rationale then, is to produce an equitable process by which student groups are charged for their coverage.

Campus Groups must submit an event form and/or Application for Memorandum or Insurance at least two weeks before the planned date of the event. Providing that the Union and the insurer then approve the event, the event will be extended coverage, pending payment of the corresponding event charge (listed below). Applicable forms can be picked up at the Union office.

The Union reserves the right to withhold approval of events in conjunction with its insurer based on the nature / history of the event. If an event is not approved, then the Union will not extend its liability coverage for that specific event.

The insurance fee that Campus Groups pay will then cover their activities and approved events for the rest of the academic year. For the Union's purposes this fee is based on two criteria; the group's approved events and general operating activities. The fee structure is broken down as follows.

### *Alcohol-Based Events*

Activities in which the Student Group has elected to host the liquor license will be charged based on the location and the size of the event. On-campus events present a much lower risk factor than off-campus events. Also, the higher the number of participants in attendance, the higher the risk associated. The charge is then based on the risk of incident at the event.

On-Campus Events	\$100
Off-Campus Events 0-500	\$300
Off-Campus Events 501-1000	\$400
Off-Campus Events 1001+	\$500

NOTE: Campus Group Insurance does not cover pub crawls.

## *Planned Events*

Campus Groups should consider carefully the alcohol-based events that they submit for approval. Any planned events that do not occur for any reason, or events in which the group decides not to host the liquor license will not be refunded at the end of the academic year.

Note: It is important to remember that Campus Groups are not covered for any events that have not been approved by the Union.

## *V. Campus Group Funding*

### **Preamble**

The University of Saskatchewan Students' Union is a dynamic and progressive organization composed of undergraduate students with diverse needs. While the Union strives to meet these needs, we are also cognizant that some needs are already being addressed by other groups on campus. Thus, because the Union is committed to meeting the academic and non-academic needs of our members, we provide Campus Groups with as much support as possible.

This policy has been developed in order to standardize the manner in which the USSU grants funding to Campus Groups. By no means should a Campus Group rely solely on the USSU for funding. Groups are encouraged to charge a membership fee and solicit funding from alternate sources in order to gain financial independence.

### **1. Types of Funding**

#### 1.1 USSU Cash and Credit

- i. The USSU has a sum of money in cash and credit budgeted for Campus Groups. This money is disbursed through cash grants and credits redeemable at certain USSU services.
- ii. The maximum amount of cash and credit sponsorship available to College Societies and Campus Clubs is one thousand dollars (\$1000) per academic year.
- iii. Groups are eligible to receive a maximum of five hundred (\$500) of USSU monies. Groups are eligible to receive a maximum of one thousand (\$1,000) of credit at USSU operations. Groups must receive at least five hundred (\$500) of USSU credit to reach the one thousand

dollar (\$1,000) sponsorship maximum. Keeping in mind these types of funding limits, groups can apply for any combinations of these funds to the maximum of one thousand dollars (\$1,000).

## 1.2 PepsiCo Beverages Canada Product

- i. The USSU has access to PepsiCo Beverages product for Campus Clubs and College Societies.
- ii. The maximum amount of PepsiCo Beverages product and merchandise sponsorship available to a Campus Club is two hundred (\$200) per academic year.

## 2. Criteria for Evaluating Funding Requests

- 2.1 The funding requested must fall into the category of:
  - a special event or project undertaken by a campus group;
  - hosting a conference.
- 2.2 Campus Group applications for funding shall be evaluated by the following criteria:
  - does the intent of the funding request fit within the mandate of the club;
  - how the funds contribute to the success of the group's event, project or conference;
  - how the Campus Group, the Student's Union and the general student body benefit from the event, project or conference;
  - how much external fundraising the Campus Group has done.
- 2.3 The funds must not be for the private use of a few individuals but must be used towards serving the membership of the organization and the student community in general.
- 2.4 The USSU will not disperse cash funds to Campus Groups for:
  - direct donation to charity, either for the organisation or for other causes;
  - the cost of alcohol served at any event;
  - the day-to-day administrative costs of the organisation;
  - Year-end banquets; graduation banquets; and

- Travel or travel expenses

### **3. Eligibility for Funding**

- 3.1 All USSU Ratified Campus Groups in good standing, with no outstanding debts to the Union, are eligible to apply for funding.
- 3.2 If a funding request is submitted prior to the ratification expiry date (April 30) for an event to be held within the first fourteen (14) days of the month of May, Campus Groups are eligible to receive funding on the basis of their previous year's ratification status.

### **4. Procedure for Funding Requests**

- 4.1 Fully completed "Campus Group Funding Request Forms" must be submitted to the Vice-President Operations and Finance no less than fourteen (14) days prior to the event. Incomplete forms will not be reviewed.
  - o Approval or rejection of the funding request is at the discretion of the Budget and Finance Committee, subject to approval of USC.
- 4.3 For funding requests in excess of five hundred (\$500), groups are required to make a brief presentation to the Budget and Finance Committee in addition to submitting a funding request form. The Vice-President Operations and Finance will inform the group as to the meeting time of the Budget and Finance Committee. Failure to attend a meeting prior to the event date will result in the funding request being tabled until a presentation can be made.

### **5. Terms and Conditions for Receiving Funding**

- 5.1 The funds must be used for the intention stated on the "Campus Group Funding Request Form".
- 5.2 Failure to comply with the original intent of the funding constitutes fraud and is cause for the Operations and Finance Board to rescind the ratification of the Campus Group and deny ratification for one (1) year

after the fact, thus entailing the loss of USSU privileges, including liability insurance. In addition, any and all legal recourse will be sought by the Union against the offending Campus Group.

- 5.3 Any Campus Group receiving funds from the USSU must list the Union as a co-sponsor in all advertising for the event. If an amount exceeding five hundred dollars (\$500) is requested, examples of such advertising must be included in the Campus Group's presentation to the Budget and Finance Committee.
- 5.4 If Pepsi product is not claimed by a campus group after their event has taken place, the product is forfeited. Forfeited coke product may be applied for again.
- 5.5 The Budget and Finance Committee, at its discretion, can ask for receipts as a condition of receiving event sponsorship.

## **6. Appeals**

- 6.1 In the event that the Budget and Finance Committee does not grant funding to a group, the option exists for the group to request an appeal before University Students' Council (USC). USC has the right to grant or deny leave to the appeal.
- 6.2 The appeal must be made within fourteen (14) days of the notification of refusal for funding.

### *VI. Campus Group Expulsion*

The Union values and encourages open, thoughtful, and respectful debate within the University community. Moreover, the Union regards freedom of speech as a fundamental element of democracy and as such, it is held in the highest regard. In the event that a campus group engages in behaviour that is considered to be in violation of federal or provincial human rights laws, university policy, or is otherwise deemed to be unfit for an inclusive, welcoming, and open learning environment, the Union reserves the right to de-ratify said campus group. In particular, each student has the right not to be harassed or otherwise made to feel severe discomfort by another. Furthermore, the right of one not to be harassed by another is also the responsibility of one to not harass another

or put another in a situation where another is made to feel severe discomfort. If a campus group fails to fulfill this responsibility, the USSU holds the right to de-ratify that group.

## **1. Procedure**

- 1.1 All complaints against a ratified campus group must be filed in writing with the Vice-President Operations and Finance.
- 1.2 Upon receiving the complaint, the Vice-President Operations and Finance can temporarily suspend the ratified status of the campus club while the Budget and Finance Committee investigates the complaint.
- 1.3 If the Operations and Finance Board deems the complaint to be of a serious nature, the board may de-ratify the group responsible. Furthermore, the board may ban the group, a group similar in principle, and the executive of the group from reapplying for ratification.
- 1.4 If the Budget and Finance Committee deems the complaint to be of a less serious nature, the committee may impose a fine of up to \$1,500 on the campus club found guilty and may suspend all privileges accorded to a campus group for an indefinite period of time or until such a time as the fine has been remunerated in full.

## **2. Appeals**

- 2.1 If the campus group that has been de-ratified feels that the action is unjust, it can launch an appeal against this action after acquiring the signatures of fifty (50) members of the Union who are not current or past members of the group, or a group similar in principle to the group.
- 2.2 An appeal must be filed in writing along with the signatures of the fifty members of the Union outlined in Section VI (2.1) to the Vice-President Operations and Finance and Vice-President Student Affairs within one (1) week of the de-ratification order.
- 2.3 If the Vice-President Operations and Finance and Vice-President Student Affairs find the appeal to be of merit, the group launching the appeal will make a presentation to the University Students' Council in order to present their case to remain a campus group.
  - 2.3.1 The appeal presentation must be made to University Students' Council within one (1) week of the notification by the Vice-President Operations and Finance and Vice-President Student Affairs that the appeal will be considered.

- 2.3.2 If the presentation is not made within the time outlined above, a future appeal will be considered null and void, and will not be considered by University Students' Council.
- 2.4 If University Students' Council resolves to strike down the de-ratification the group will be reinstated without need to re-apply for ratification.
- 2.4.1 The resolution to strike down the verdict of the Budget and Finance Committee must pass with a two-thirds (2/3) majority of those present at University Students' Council.
- 2.5 If University Students' Council upholds the verdict of the Budget and Finance Committee, the group will remain de-ratified and can neither reapply for ratification nor launch another appeal.

Contact Information: Vice-President Operations and Finance 966-6967  
 Policy Number: TBD  
 Category: Campus Groups  
 Policy Authority: Budget and Finance Committee

Approvals	Board/Committee	Date	Motion
Amended	Executive Committee	15/05/01	EXEC03
Amended	Executive Committee	02/07/01	EXEC19
Amended	Executive Committee	02/10/01	EXEC46
Amended	Operations and Finance Board	26/03/02	OFB34
Amended	Executive Committee	28/06/02	EXEC
Amended	Operations and Finance Board	28/10/02	OFB09
Amended	Executive Committee	18/06/03	EXEC05
Amended	Executive Committee	09/03/03	EXEC33
Amended	Operations and Finance Board	10/03/06	OFB55
Amended	Executive Committee	12/05/08	EXEC02
Amended	Operations and Finance Board	05/11/09	OFB18
Amended	Operations and Finance Board	01/04/11	OFB39
Amended	Executive Committee	30/05/11	EXEC06
Amended	Executive Committee	15/09/11	EXEC51
Amended	Budget and Finance Committee	02/04/12	BFC111

# Budget & Finance Committee Minutes

## April 2, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell

Absent: David Konkin

### 1. Call to Order

The meeting was called to order at 1:00pm.

Move to adopt the agenda.

**BFC Motion105 Nystuen/Froh**

**Carried**

### 2. Call for Quorum

Quorum was present.

### 3. Board Presentations

3.1 The African Students' Association present their funding request for the African Night.

### 4. Business

#### 4.1 Funding Requests

4.1.1 African Student Association- \$650 funds, \$150 USSU credit, \$200 Pepsi  
Move to approve \$650 funds, \$150 USSU credit and \$200 Pepsi for African Night.

**BFC Motion106 Ferwerda/Heidel**

**Carried**

4.1.2 Kinesiology Students' Society- \$200 Pepsi- Charity Road Hockey Tournament

Move to approve \$200 in Pepsi Sponsorship for the Kinesiology Students' Society.

**BFC Motion107 Froh/Wood**

**Carried**

4.1.3 Huskie Athletic Council- Huskie Salute Windup- \$1,000 funds

Move to not approve funds for this event as it is a year end banquet.

**BFC Motion108 Nystuen/Moellenbeck**

**Carried**

4.1.4 Oxfam Canada- 25 Litre Challenge- \$83 funds

Oxfam only has \$80 available to it before it reaches the \$650 funds maximum for the year.

Move to approve \$80 funds for this event.

**BFC Motion109 Nystuen/Froh**

**Carried**

#### 4.2 Student Fee Policy

Move to adopt the Student Fee Policy.  
**BFC Motion110 Nystuen/Froh** **Carried**

**4.3 Campus Groups Policy**

Move to approve changes to the Campus Groups Policy.  
**BFC Motion111 Nystuen/Wood** **Carried**

**5. Questions & Comments**

The Budget and Finance Committee agree to have their thank you lunch on Tuesday, April 10 at noon in Louis’.

**6. Adjournment**

Move to adjourn.  
**BFC Motion112 Wood/Zimmer** **Carried**

Meeting was adjourned at 1:41pm.

Report to University Students' Council  
on Child Care for USC Meetings, AGMs and SGMs

Prepared by Caroline Cottrell  
March 30<sup>th</sup>, 2012

On March 15<sup>th</sup>, 2012, USC passed the following motions:

Move to have the USSU provide childcare for any parent requiring it in order to sit as a member of Student Council and to attend annual, general or special general meetings.

**USCMotion166:** Councilor Fineday/President Hitchings **Tabled**

Motion is tabled until Council has received a review on the topic. **USCMotion167:**  
Councilor Fineday/President Hitchings **Carried**

Councilor Steele commented that the motion should include what "implementation" means and asked if a clarification of the scope of the benefit of the proposed motion could be provided. Councilor Fineday commented that it would just be for the 6 p.m. to 7:30 p.m. time range and SGMs and AGMs.

Move that the Students Council direct GM Cottrell to explore possible mechanisms for implementation including cost and report back to Council as soon as possible.

**USCMotion168:** Councilor Fineday/President Hitchings **Carried**

What follows is reported as per Motion 168.

**Childcare for regular USC Meetings:** The regulations on this form of childcare appear to be quite open and so my recommendation is that we use the Campus Club Space for this purpose. In order to make this a safe environment for children we must provide the following:

- Two attendants so that no child is ever left unsupervised
- Age appropriate and safety appropriate toys, books, and games
- A space where children can sleep safely if necessary
- After an interval of three hours, a snack
- Toilet facilities within a reasonable distance.

Given the normal length and frequency of meetings the cost would be as follows:

Two attendants @\$9.50 an hour X 1.5 hours = 28.50 per week x 26 weeks = \$741.00

Toys, games and books = \$200.00

Food – minimal since meetings never exceed three hours

**Childcare for AGMs and SGMs:** Providing care for AGMs and SGMs would have to be done through the USSU Childcare Centre and would thus require an understanding with the Childcare Centre Board and adherence to provincial childcare regulations, including child/worker ratios. A maximum of 66 children could be accommodated. Since staff members have a Collective Agreement, their

salary scales would have to be met, as would minimal callout payments. However, there would be no additional costs beyond this unless food had to be provided after three hours, an unlikely situation given the average duration of AGMs. The most expensive this option could ever be is \$3400.00 but that presumes that all 66 spaces are filled and once again this is highly unlikely. If USC chooses to adopt this, it will also be necessary to have students who plan to attend the AGM sign up for childcare so that only the required staffing ratios are met.

If USC wishes to proceed with this I will undertake to get all the appropriate regulations from the Province of Saskatchewan dealt with and begin the process of preparing a Memorandum of Understanding for Service to sign with the Childcare Centre Board. Please be advised, however, that this undertaking on my part is not a guarantee that this can be made to work since it does depend on cooperation from an independent board and they have not yet been formally approached.



## **USSU Student Fee Terms of Reference**

### **1. Preamble**

The USSU, a non-profit student organization is conscious that a significant portion of its operational revenue is derived from the fee paid by undergraduate student members. As such the principles of accountability, transparency, and fiscal responsibility are recognized as crucial for the long-term health and sustainability of the organization.

### **2. Purpose**

The operations of the USSU are funded through revenues generated by the businesses and services the USSU provides, the student fee it collects, as well as other sources. The USSU's Senior Management Team, the Vice President Operations and Finance and the Budget and Finance Committee of Council will prepare an annual budget based on long term sustainability of services, operations, debt servicing, and human resources and on an overarching principle of fiscal prudence as required by the Non-Profit Corporations Act. These principles recognize that there will, from time to time, be operating surpluses and that these need to be appropriately invested and released. The USSU will invest any revenue surplus until a reserve equal to a minimum 6-month operating reserve is created. Subsequent to that, the USSU may, at the discretion of the Executive and USC, examine expanding or increasing services, transferring excess revenue to debt repayment, or a reduction in student fees.

### **3. Expenditures and Release of Funds**

The general student fee is to be used for the day-to-day operations of the USSU. The release of funds shall be done through the normal yearly budgeting process. If the release of funds is required for a non-budgeted cost, the Expenditure of Money Policy shall guide this process. If further funds are required a motion authorizing the expenditure must be made to this effect by USC at least one week prior to voting at a regular council meeting if this request is made outside the normal yearly budgeting process and is not covered by the Expenditure of Money Policy.

### **4. Amendment of Terms**

The authority to amend the terms of reference for the USSU Student Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Budget and Finance Committee. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Sept. 22</b>	<b>Sept. 29</b>	<b>Oct. 6</b>	<b>Oct. 13</b>	<b>Oct. 20</b>	<b>Oct. 27</b>	<b>Nov. 3</b>	<b>Nov. 10</b>	<b>Nov. 17</b>
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Fineday, Max	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA		NM	NYA
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Nov. 24</b>	<b>Dec. 1</b>	<b>Jan. 5</b>	<b>Jan. 12</b>	<b>Jan. 19</b>	<b>Jan. 26</b>	<b>Mar. 1</b>	<b>Mar. 8</b>	<b>Mar. 15</b>	<b>Mar. 22</b>
Anderson, Alyssa	P	P	P	P	P	P	P	P	P	P
Anderson, Faye	P	P	P	P						
Bozek, Jennifer	P	P	P	P	P	P	P	P	P	P
Brown, Jared	P	R	P	P	P	P	P	P	P	P
Clark, Jessalyn	P	P	P	P	P	P	P	P	R	P
Darker, Autumn	P	P	P	P	P	P	P	P	P	P
Du, Rui	NYA	NYA	NYA	NYA	NYA	NYA		P	P	P
Ferwerda, Alex	P	P	P	P	P	P	P	P	R	P
Fineday, Max	NYA	NYA	NYA	NYA	P	P	P	P	P	P
Froh, Kelsey	P	P	P	P	P	P	P	P	P	P
Gartner, Adam	P	P	P	P	P	R	P	P	P	P
Goudreau, Rylan	R	P	P	P	P	P	P	R	R	P
Hitchings, Scott	R	P	P	P	P	P	P	P	P	P
Konkin, David	P	P	P	P	P	P	P	P	P	P
Lucas, Annie	R	P	P	P	P	P	P	P	P	P
Mintram, Marylou	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P
Moellenbeck, Jenna	P	P	P	P	P	P	P	P	P	P
Nystuen, Reid	P	P	P	P	P	P	P	R	P	P
Paton, Gillian	R	P								
Sinclair, Baylie	P	P	P	P	P	P	P	P	P	P
Steele, Desiree	R	P	P	P		P	R	P	P	P
Stenerson, Adam	P	P	P	P	P	R	P	P	P	R
Stevens, Michael	P	P	P	P	P	P	P	P	P	P
Thompson, Leon	P	P	P	P	P	P	P	P	P	P
Topola, Kelsey	P	P	P	P	P	P	P	P	P	P
Tyler, Lesley	R	P	P	P	P	P	P	P	P	P
Wanis, Kerollos	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P
Zimmer, Noel	P	R	P	P	P	R	P	P	R	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012  
USC Attendance**

<b>Name</b>	<b>Mar. 29</b>	<b>Apr. 5</b>									
Anderson, Alyssa	P										
Anderson, Faye											
Bozek, Jennifer	P										
Brown, Jared	P										
Clark, Jessalyn	P										
Darker, Autumn	P										
Du, Rui	P										
Ferwerda, Alex	P										
Fineday, Max	P										
Froh, Kelsey	P										
Gartner, Adam	P										
Goudreau, Rylan	P										
Hitchings, Scott	P										
Konkin, David	P										
Lucas, Annie	P										
Mintram, Marylou	P										
Moellenbeck, Jenna	P										
Nystuen, Reid	P										
Paton, Gillian											
Sinclair, Baylie	P										
Steele, Desiree	P										
Stenerson, Adam	P										
Stevens, Michael	P										
Thompson, Leon	P										
Topola, Kelsey	P										
Tyler, Lesley	P										
Wanis, Kerollos	P										
Zimmer, Noel	P										

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

