

**University Students' Council Agenda  
September 14, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda**
- 2. Introductions**
- 3. Council Address**
  - 3.1 President's Report to University Council**
  - 3.2 Executive Summer Accountabilities**
    - 3.21 President D'Eon**
    - 3.22 VP Kapacila**
    - 3.23 VP Quan**
    - 3.24 VP Lau**
  - 3.3 Code of Ethics and Disciplinary Tribunal**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes- April 6, 2017**
  - 4.2 Executive Committee- April 10, 2017; May 3, 2017; May 8, 2017; May 15 2017; May, 23, 2017; June 5, 2017; June 13, 2017; June 26, 2017; July 4, 2017; July 10, 2017; July 18, 2017; July 25, 2017; August 8, 2017; August 14, 2017; August 30, 2017; September 11, 2017**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Tribunal 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 Indigenous Student Affairs Committee Minutes and Report**
  - 4.10 International Student Affairs Committee Minutes and Report**
  - 4.11 Student Affairs Committee Minutes and Report**
  - 4.12 Sustainability Committee Minutes and Report**
  - 4.13 Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Report**
- 6. Business**
  - 6.1 Committee Nominations**
    - 6.1.1 Appointments Committee**
    - 6.1.2 Elections Committee**
    - 6.1.3 Code of Ethics and Disciplinary Tribunal**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**



## University Council Report

During the May council, we brought forward the ideas and projects which we intended to work on during the summer months. This council report will give an overview of the status of these projects, as well as other activities we picked up through the first four months of our term.

### **Crystal Lau, VP Student Affairs:**

Projects that are fully planned and ready to roll includes Hike Bike and Roll (Sept 7th), Yoga in the bowl (Every Wednesday until Oct), Did You Know campaign (ongoing). I will be launching the Free Menstrual Products Project in the second week of September, to 18 main bathrooms all over campus. The Rink in the bowl is still in the planning stage, but hopefully once all the stakeholders, including Risk Management, FMD, Residence & ISSAC, are on board a rink in the bowl will help promote wellness for our students, staff, and faculty.

### **Jessica Quan, VP Academic**

One of VP Academic Affairs, Jessica Quan's main focuses this year is on promoting open textbooks on campus. VP Quan plans on working closely with the Gwenna Moss Centre of Teaching and Learning as a student-advocate to help spread the word and celebrate the successes of open educational resources thus far. Additionally, VP Quan is piloting co-curricular records within the USSU's core services and governance structure to account for volunteers in the Food, Help Pride, Safewalk and Women's Centres, and for student councillors and committee members. VP Quan has also produced the Academic Rights Book which covers common academic-related questions and concerns that students have. This handbook is made accessible in both paper and digital form. VP Quan will also be working on the annual Undergraduate Project Symposium and the Last Lecture Speaker Series with student constituencies.

### **Deena Kapacila, VP Op/Fin**

VP Kapacila has been working on improving the presentations to Campus Groups and constituents, in hopes of increasing awareness of the non-academic misconduct policy and general risk management. VP Kapacila is finalizing several projects that increase the accessibility of resources to student groups. Other projects are focused on the internal finance and operations of the Union, and are ongoing throughout the year.

### **David D'Eon, President**

This summer, VP Kapacila and I spearheaded the reformation of the Saskatchewan Student Coalition. Member unions in this coalition represent well over 60,000 post-secondary students

across the province, including both university and trade school unions. Our efforts for this year are to mobilize the student body in support of the increased funding of post-secondary institutions. This project has garnered positive media attention, along with other articles interviewing myself, other student leaders, and students across the province. We see this as an encouraging step towards greater public support of Saskatchewan students. Throughout the rest of my term, I will be overseeing the operations of the coalition, with the objective being a reversal in the trend of cuts to PSE, and implementation of policies which encourage attendance of lower-income and marginalized youth.

Coterminous with this initiative, VP Quan and I have drafted a tuition consultation policy, which has been reviewed by multiple people within senior administration, with the objectives being (1) to provide an outline of the expected standard of tuition consultation in the coming year; and (2) to have the policy incorporated into the university's existing tuition policy. Any person who would like to view a copy may contact me via [president@ussu.ca](mailto:president@ussu.ca).

Parallel to these efforts, I have worked on improving our governance structure, engaging constituency groups (of the fourteen constituency groups, I have met with eleven of their Presidents personally, and held a summer meeting with all constituencies represented), and increasing the public profile of the USSU through meetings with municipal, provincial, and federal-level politicians, community leaders, community groups, unions, and university employees, administrators, and advocates. Our team has continued the USSU's work on engaging the Indigenous student body on topics of Indigenization and Reconciliation, and the direction that the USSU must take to remain an ally. Finally, I have worked with Innovation Enterprise on an initiative to encourage entrepreneurship on campus.

As a team, we attended the Student Union Development Summit in Vancouver and met with 129 other student leaders to discuss our ideas, projects, and concerns. It was remarkably constructive, and a report on our activities is being drafted. We took the opportunity to do an SECC career and teamwork strengths workshop, which was incredibly constructive, and which gave us a deep appreciation for the work they do. Finally, we are scheduled to attend a November conference in Winnipeg on the topic of reconciliation with Indigenous peoples.

University Students' Council  
Minutes for Thursday, April 6<sup>th</sup>, 2017

**Present**

Emmanuel Barker, VP Operations and Finance  
Kehan Fu, President  
Nathan Hebert, Agriculture and Bioresources  
Serena Reimer, Education  
Jordyn Dewalt, WCVM  
Aliya Abbasi, Nursing  
Henry Pan, Medicine  
Darcy Dumont, Law  
Connor McCann, Edwards School of Business  
Brooke Malinoski, VP Academic Affairs  
Renata Huyghebaert, VP Student Affairs  
Jessica Quan, Arts and Science  
Andriy Prokopchuk, Education  
Nigel Detbrenner-Rempel, St. Thomas More  
Mankomal Gill, Kinesiology  
David D'Eon, Arts and Science  
Alexa McEwen, Pharmacy and Nutrition

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Mark Molesky, Engineering  
Regan Ratt-Misponas, Indigenous Students  
Jordan Rea, Arts and Science  
Preston Thomson, Edwards School of Business  
Alanna Orsak, Agriculture and Bioresources

**Absent**

Kosisochukwu Ugo-Okeke, International Students  
Nancy Eze, International Students

**Guest List**

Lucas Hagan  
Deena Kapacila

The meeting was called to order at 6:00 p.m.

**Executive Meeting  
Minutes for April 10<sup>th</sup> 2017**

**Present:** President Fu, VP Barker, VP Huyghebaert, VP Malinoski, GM Cottrell

**1. Call to order**

The meeting was called to order at 1:53 p.m.

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Funding Applications

VP Barker reported that there are 8 funding applications.

He listed the funding applications. The Biochemistry Student Association is asking for \$166, ACBC is asking for \$100 in funding for their AGM, the Wildlife Disease Association is asking \$300 for snacks for a barbeque, the Biochemistry Students Association is hosting a research presentation and bowling night for \$500 (they are being approved \$500 in total for both of their events), The Physics Students Association is asking for \$100 for an AGM for snacks, Usask Strong is asking for funding for a Trivia Night for \$260, Mindful Living is having a Yoga event, and are asking for \$150 for cash reimbursement for snacks, the Environmental and Bio Students Association is having a movie night and are asking for \$210 in Louis' reimbursement.

**EXECMotion084:** VP Barker/VP Huyghebaert

**Carried**

VP Malinoski reported that the Academic Affairs Committee will not be hosting a finals study event.

4.2 Face-to-Face

President Fu noted that a lot of students have come to the Face-to-Face events. He is asking for \$100 to fund the coffee and popcorn for these events.

President Fu reported that him and VP Malinoski would be meeting with Minister Eyre tomorrow.

V Huyghebaert asked if they had decided on their tactics for the meeting?

President Fu said that they would decide this with the URSU Executive.

4.3 Dr. Atkinson Town Hall

President Fu reported that the Town hall meeting with Dr. Atkinson on April 13th.

## **5. Adjournment**

The meeting was adjourned at 2:03 p.m.

## **1. Adoption of the Agenda**

Move to adopt the agenda

**USCMotion113:** President Fu/Councillor Quan

**Carried**

## **2. Introductions**

## **3. Council Address**

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

### **4.1 USC Minutes – March 30<sup>th</sup>, 2017**

### **4.2 Executive Committee – April 3<sup>rd</sup>, 2017**

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

Move to accept the Minutes and Reports.

**USCMotion114:** VP Malinoski/Councillor D'Eon

**Carried**

## **6. Business**

## **7. New Business**

## **8. Councillor Report**

Councillor D'Eon congratulated Councillor Ratt-Misponas on being elected ISC President.

## **9. Any Other Business**

### **9.1 Questions and Comments**

President Fu reported that they had received confirmation that there would be a town hall meeting with the Provost and himself, and that it would take place on April 13<sup>th</sup>. The nature of the town hall would be an hour question and answer period, where students could ask the Provost about the University's stance on the budget. He also reported that the letter that VP Malinoski wrote in response to Minister Eyre's comments was posted on the USSU's Facebook, and that it was published in the Star Phoenix. He reported that the petition that they created was still being circulated, and that the last formal presentation of the Usask Matters Campaign would be at the final Senate meeting scheduled for April 22<sup>nd</sup>.

Move to grant GM Cottrell speaking rights.

**USCMotion115:** VP Huyghebaert/Councillor Hebert

**Carried**

GM Cottrell said goodbye to all of the Councillors, and stated that she still feels like she has the best job in the world. She said that she hoped that all of the Councillors felt that their time on Council was productive, and sometimes enjoyable. She asked the Councillors to email her if they could think of ways to prepare new Councillors more efficiently for their roles.

Councillor D'Eon thanked the outgoing Executive for their hard work this year.

President Fu thanked Council for their work.

## **10. Adjournment**

**Executive Meeting  
Minutes for May 3, 2017**

Present: President D'Eon, VP Quan, VP Kacicila, VP Lau, GM Cottrell

**1. Call to Order**

The meeting was called to order at 1:00 pm.

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Council Address

President D'Eon shared the address he plans to make to University Council for Executive approval and asked the rest of the Executive if they had additional items they wanted brought up. No one did.

4.2 Podcast

VP Quan noted that from the radio show, an MP3 and podcast will be developed

4.3 Childcare Centres

GM Cottrell asked the Executive if they wanted to have a tour of the Centres. They responded in the affirmative so she will set this up.

4.4 Office Hours

Everyone agreed that, in general, they will be in the office by 9:00 a.m. The GM noted that the USSU allows flexible work hours for staff as long as the start time is no later than 9:30.

4.5 Senate

We are short student senators since not enough folks ran in the spring election. These people are often needed for disciplinary committee hearings and so VP Quan and VP Kacicila will cover while simultaneously looking for new people.

**5. Adjournment**

The meeting was adjourned at 2:00 p.m.

**Executive Meeting  
Minutes for May 8, 2017**

Present: President D'Eon, VP Quan, VP Lau, VP Kapacila, GM Cotrell

1. Quorum

Quorum was present

2. Roundtables:

**President D'Eon:**

Projects:

1. Developing tuition policy
  - a. Public statement
  - b. Tuition Commission (Jess)
2. Creating proposal for ad hoc housing committee
3. Creating communications networks
  - . USSU
    - a. AOCF
4. University Council Address
5. Indigenization Process
6. Bylaw Review

Communications:

1. Matthew Olsen, StarPhoenix (article published May 4)
2. Zach Jeffries
3. Charlie Clark (transit)
4. Patrick Maze, STF
5. UASU & AMSUBC (MOU)
6. Vann Cortez, SPSA
7. Eddy Avila, Western USC (ADVOCAN)

Meetings:

1. May 3rd, Johannes Dyring, Innovation Enterprises
2. May 4th, Powwow Committee Meeting
3. May 5th, President's Breakfast
4. May 5th, ITEP

Event Attendance:

1. May 1st, USSU On-Air
2. May 4th, Dog's Breakfast (invited by Peter Stoicheff)
3. May 4th, NASA Banquet
4. May 5th, Unveiling of statue commemorating MMIW
- 5.

**VP Lau:**

## Week 1:

- went through the whole office (including all paper documents)
  - went to transition meetings
  - Started the year plan ( Campaign & duties on position)
  - Connected with people (stakeholders, presidents.. People related to your portfolio)
  - went to meetings with groups @ duties (president breakfast, dog's breakfast, IAC meeting... )
  - confirmed Montreal conference
  - went to Sustainability Award Ceremony
  - connected with Sustainability people
  - decisions on Orientation swag (talked to JV & Exec.)
  - went to statue unveiling downtown for missing women and girls
  - First Radio Show
  - wrote Recommendation letters/references 3 for volunteers

## VP Quan:

- Sat in on RSAW, APC, and planning advisory committee
- Retroactive withdrawal
  - Two students, under similar circumstances where they're both in arts, have applied for a retroactive withdrawal on severe mental health-related grounds but were denied because A&S policy does not allow withdrawals to be granted after you've written the final
  - The university policy doesn't state this, but this is unique to A&S. I understand the rarity of RA's being granted to begin with, but I do very much sympathize with these students
  - While it may not be certain, and is highly unlikely that they'll get the decision appealed, I think that now is an important time to have conversations about mental health as the university is committed to mental health initiatives, especially with the fit to study policy. I'll be using these cases to illustrate why this is an important consideration to bring to bear
  - I have meetings this week with
    - Beth Bilson, university secretary
    - Jocelyn Orb and Peter Hedley, student health services (fit to study)
    - Lorin Elias, associate dean of A&S
- Open textbooks
  - While I'll be working with the Gwenna Moss centre for open textbook campaigns and awareness weeks, I also want to get the provincial government to renew its MOU on supporting open resource initiatives
  - The MOU is not a legally binding document. However, if you read its provisions it is currently expired and can be subject to renewal.
  - I want to push the provincial government to sign onto the MOU to renew it. The USSU is in a good position strategically.

- If the provincial government does not agree to sign on = we make that public and let students know
    - If the provincial government does sign on, then we have all the reason to continue keeping them accountable for action or inaction
    - And if the provincial government ignores us = ??
  - Even though the MOU is not a legally binding document, the stance the government takes represents either commitment or negligence towards post-secondary institutions
  - Especially now that the government is receiving a lot of backlash in wake of the budget, it would be smart for them to sign on, and if they don't then their popularity will continue to dwindle
  - I'm in contact with Ryan Meili, the NDP advanced education critic. He has quite a bit on his plate, but in the past he told Brooke and myself that he would bring up the MOU and open resource statistics during question period
  - Strategizing.. How do we approach this? I need help in ways to devise this
  - Find executed copy
- Radio show
  - I made a google doc I shared with all of you where you can write down ideas for guests you want featured on the show
  - I've been speaking with Jeff who is very passionate about ideas for the radio show. Since I want to make the radio show into a podcast, Jeff said he could help me with the technical side but he also had ideas for what we can do additionally with an RSS feed.
    - For instance, one of his ideas is to put the council recordings onto the podcast feed
  - For the upcoming radioshow I have Regan and Rollin who will be talking about indigenization on campus. Next week I will have the band Malick on to talk about the importance of creative and collaborative engagement in the arts and how this pertains to students
  - Because we're changing up the style of the show, this will also require a rebranding / remarketing. Will discuss with Jason
- Open course ware
  - Already briefly discussed this with Jason. I want this to start in the end of May / June now that classes are out
  - This is a marketing campaign that would largely involve flooding social media, advertising TVs
  - Very straight forward
- Personal vacation time

### 3. Business

#### 3.1 Laundry App Approach

VP Lau was approached by Liam Iverson who is associated with Engineers. He wants a business partnership to do laundry. Crystal will let him know this is not possible and will encourage him to go to business development folks.

### 3.2 StudentCare

Caroline talked about Studentcare, the reserve fund and the way in which benefits are given.

### 3.3 Student Group Emails

Deena will check with student groups to see if they are willing to receive emails from us about various events.

### 3.4 Tuition

David talked about rapidly developing a tuition strategy in advance of attending the Legislature on May 17<sup>th</sup> and expressed some concern about not having students and student leaders around over the summer with whom he can consult. Caroline suggested going a bit slower – developing a general plan that can be shared, and then in the early fall doing the work with student leaders, students, and USC to develop a tuition policy and a strategy to approach government before the next budget cycle.

## **4. Adjournment**

The meeting adjourned at 12:00 pm.

**Executive Meeting  
Minutes for May 15, 2017**

Present: President D'Eon, VP Quan, VP Lau, VP Kapacila, GM Cottrell

**1. Call to order**

The meeting was called to order at 9:59 am.

**2. Quorum**

Quorum was present

**3. Roundtables**

**President D'Eon:**

Projects:

1. Governance
  - a. Separation of jurisdictions for council and executive
  - b. Policy review
2. SSC
  - . Informal statement of interest from Vann Cortez, President of SPSA
- a. Foundational documents
3. Lobbying trip to Regina
  - . Meeting set with Bronwyn Eyre
- a. Meeting set with Minister Goodale's office
- b. Meeting set with URSU
4. BoG - first meeting May 16th
5. Indigenization efforts
  - . Committee being formed by Regan and myself

Communications:

1. Bronwyn Eyre's office
2. Ralph Goodale's office
3. Ryan Meili & NDP Caucus
4. Fraser Heathen - FNU SLC President
5. URSU
6. Sheri Benson
7. ADVOCAN
8. Michelle Prytula - Dean of Education
9. AV Transportation

Meetings:

1. CeCe Baptiste
2. Vann Cortez (SPSA)
3. Governance Review Committee
4. ISSAC
5. Connect Student Group
6. Candace Wasacase-Lafferty

Event Attendance:

1. I saw a really cool concert on Saturday
2. Walk for Reconciliation (June 21st)

**VP Lau:**

Week 2:

- went with Centres including the Child Care Centre
- working on Saturday for USSU booth during school tours
- met with Jason Vantor for Comm & events for the year
- delined the Laundry App proposal and have redirect them to innovation enterprise
- went to a President's Sustainability Council meeting, looked into the new institutional plan
- brought up the lacking of student involvements, asked the address connections with student engagement focus on MOU (eg. Sustainability Committee, Office of Sustainability)
- started on Free Menstrual Products Pilot Project( FMP3)
- writing proposal
- walked through campus for a bathroom tours (part 1)
- calculated stats for ordering supplies
- Governance Meeting (bylaws & policies)
- Met with Connect student Group (followed up with emails on partnerships)
- Met with Dwayne Kawchuk from Parking services
- learnt about updated parking lots, needs, tickets, online sale for parking spots
- talked about alt to "Fine Option" program if budget is cut
- discussed about alternative benefits for students (more advertismment on where to get free parkings & methods to get parking pass)
- Phone call meeting with Alan - City of saskatoon parking services ([306.975.3270](tel:306.975.3270))
- got infomation about "Fine Option" program
- Budget Walk through with Amanda
- Meeting with ISSAC
- have follow up meetings with Parita & Zoe on welcome week, International stud. Orientation, Global Vilege & #WeAreInternational
- Lunch meeting at Gordan Oaks with Candace Wassace Lafferty
- Checked with Centres on Student Guide information, centres' policies
- Met Matt from Sustainability
- talked about biking options
- air conditioner option

**VP Kapacila:**

Club Database meetings with Jason Vetnor and Scott

- Planning and Priorities Committee (May 3<sup>rd</sup>, May 10<sup>th</sup>)
- Tuition Consultation with David
- North Concourse Expo Meeting With Stephanie
- Alcohol Policy Meeting With Patti and Company
- Meeting With the Jason's for Student Group Survival Guide
- Meeting With Candace (Director of Aboriginal Initiatives)
- Breakfast With Administration + Dogs Breakfast
- Meeting with Caroline concerning Sororities on campus
- Met with ISSAC
- Met with Nigerian Students regarding establishing a campus club
- Established a meeting time with Patti McDougal (Alcohol Policy)
- Visit to the Childcare Centre
- Communications Meeting With Jason Vetnor

Projects on the Go:

- Started working on Student Group Survival Guide (Kovich + Vetnor)
- Started working on a survey for student groups (Vetnor)
- Suggested changes to the student group website page (Vetnor)
- Started working on Financial Forecast Video Planning (Vetnor)
- Started editing financial policies – establishing rubrics for funding etc.
- Ratifying Student Groups – 12 so far
- Began drafting messaging regarding the Alcohol Policy (Kovich)
- Community Events Plugin

Daily Deena

- Signing a ton of cheques
- Establishing relationships in the office
- Mentoring with Jason K.
- Had an eye exam, Pre-op for surgery
- Learning and Understanding the Budget
- Reading USSU Policies

#### **4. Business**

##### 4.1 Childminding in the Library

Murray library says that this cannot be done.

##### 4.2 Council Orientation

Council Orientation will take place on September 9, 2017 at 10 am.

##### 4.3 Co-Curricula Meeting

There was a meeting with Sandra Ritchie

#### **5. Adjournment**

The meeting was adjourned at 11:59 am.

**Executive Meeting  
Minutes for May 23, 2017**

**Present:** President D'Eon, VP Quan, VP Kapacila, VP Lau , Jason Ventnor

**1. Call to Order**

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

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Miles For Smiles Sponsorship

VP Kapacila presented sponsorship request from Student Medical Society of Saskatchewan for printing credit at XL Print & Design and Pepsi products.

Motion xx Quan, D'Eon Carried

4.2 Association of College Presidents

President D'Eon has set the first meeting for AOCP for June 22, the agenda will be ready the week before but will mainly focus on tuition consultation and the plans for addressing the university funding cuts from the government.

4.3 Meeting Expense Account

VP Kapacila will work to create a procedures document on when the meeting expense account should be used and list the criteria to avoid confusion on what meets the standard of a meeting where the funds should be used.

4.4 Earned Days Off

President D'Eon thanked everyone for working extremely hard over the first few weeks and wanted to remind everyone to take some time off and book their EDO's in the calendar.

**5. Adjournment**

The meeting was adjourned at 4:00 p.m.

**Executive Meeting**  
**June 5, 2017**

**Present:** President D'Eon, VP Quan, VP Kapacila, VP Lau, Jason Ventnor

**1. Call to Order**

The meeting was called to order at 11:15 a.m.

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Co Founders Club

President D'Eon met with the Co Founders Club and will be working with them to promote entrepreneurship on campus. The USSU will help promote the event in the fall.

4.2 Sheaf

Vp Kapacilla would like to review advertising in the Sheaf as it is a large amount of money, and investigate if money would be better used using other advertising options.

4.3 Studentcare Conference

VP Lau will include a report from the Health and Dental conference she attended. Overall, the conference was very informative and gave her a better understanding of the student health plan.

**5. Adjournment**

The meeting was adjourned at 12:20 p.m.

**Executive Meeting  
Minutes for June 13, 2017**

**Present:** President D'Eon, VP Lau, VP Quan, VP Kapacila, GM Cottrell

**1. Call to order**

The meeting was called to order at 8:45 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**VP Lau:**

Projects:

- finished FMP3 proposal
- planning of WIL

Meetings:

- Phone Call meeting with Student Care input to Campus Master plan
- meeting Jade regarding on WIL
- Femtor meeting with Stef <3

Communications:

- Student Care handout
- phone call with Laura (IWM president)
- Merv Dahl for Rink
- Pharmacy
- 

Grievances:

- Non Academic Grievance hearing

Others:

- Ustart Tour -phone bill
- Flag Raising @ City hall
- 2 references (survey & letter)

**4. Business**

4.1 Welcome Week Movie Night

Ferris Buhler' Day Off is the movie that everyone would like. Jason Ventnor will price this.

4.2 StudentCare Video

There has been a bit of controversy about this video – who is producing it, how it will get distributed. VP Lau was under the impression that StudentCare would take more of a lead than their last email would suggest.

#### 4.3 Feminine Hygiene Products

VP Lau presented her findings on this. She has a number of washrooms lined up and is working on getting agreement from FMD and a contract with the supplier.

#### 4.4 Sorority Omega Eta Phi

This group asked for ratification – the Executive made the decision not to ratify because of the exclusive nature of sororities and fraternities, and the reluctance of the insurance company to provide coverage. Moreover the U of S has indicated that they would prefer sororities and fraternities are not at the U of S

#### 4.5 BFC Amendment

Move to re-establish the requirement that all funding requests over \$500.00 must be made via a presentation from the group requesting the money

**EXECMotion#001:** VP Kapacila/President D'Eon

**Carried**

#### 4.6 AOCP

President D'Eon noted that he has done a lot of work to get the AOCP meeting organized for June 22<sup>nd</sup> and that he has had very good response from the College Society Presidents.

### 5. Adjournment

The meeting was adjourned at 9:50 am.

**Executive Meeting  
Minutes for June 26, 2017**

Present: President D'Eon, VP Kapacila, VP Lau, VP Quan, GM Cottrell

1. Call to order

The meeting was called to order at 9:00 am.

2. Quorum

Quorum as present

3. Roundtables

**VP Kapacila**

Roundtable for June 12th-26<sup>th</sup>

- Campus Master Plan
- U of S Wellness Strategy
- Non-Academic Grievance
- Minister for Crown Corporations
- Michael Atkinson Farewell
- Jason Kovitch SGSG
- Femi Yusuf (Nigerian Students Society)
- Planning and Priorities
- AOCP
- STC Messaging (Jason Ventnor)
- Co-Curricular Transcripts (Graham, Scott, Jessica)

Future Scheduled Meetings:

- Minister of Social Services and Status of Women
- Agriculture Administration
- Non-Academic Grievance
- Career Talks
- Meeting with Beth Bilson
- North Concourse Expo
- File Maker Database w Scott
- Patti and Peter (Liability Presentations)

Ongoing Projects:

- Student Group Survival Guide
- Alcohol Policy (Drafting Committee)
- Campus Groups Policy + Campus Groups Procedures
- Reviewing Insurance Procedures
- Proactive Approach to Alcohol

Daily Deena:

- Signing Cheques
- Student Group Inquiries
- Funding Requests

- Exec Project Proposals
- MSA correspondence
- Surgery!

## **President D'Eon**

### Projects:

- AOCB
  - Meeting was well received
  - Tuition consultation piece was sent through to CeCe Baptiste
- Board of Governors
  - Meeting took place over two days; decisions made were overall very positive and encouraging
- Indigenization Committee
  - Had our first meeting; I took some notes, and will be doing some research, and then reconvening in about a month
- Housing
  - Had two meetings about housing; will be getting ahold of relevant research on student housing, and reporting back next week
- Northern trip
  - Will be planning it this week

### Communications:

- President Stoicheff's office
- Antonio Brieva (ADVOCAN)
- Femi Yusuf
- Stephanie Deptuch
- CeCe Baptiste
- Kevin Flynn

### Meetings:

- Board of Governors (June 19th & 20th)
- Grant Isaac (Member of the Board)
- Bronwyn Eyre (Lunch with the Board)
- Ryan Meili
- Shaun Dyck (SHIP)
- University Council
- AOCB
- George Foufas (Consumer Services)

### Events:

- Supper with Board of Governors
- National Aboriginal Day Rock your Roots march & event
- Pride Parade
- Michael Atkinson Farewell Party
- Week 8:
- 
- Projects:
  - Sent in FMP3

## VP Lau

- International Education week – 4<sup>th</sup> week of November
- a. #WeAreInternational Campaign
- b. Study Abroad forum in Louis' Loft
- 
- **Global Village – March 15, 2018**
- a. Hosted a Louis' and Louis Loft
- · Set up (initial) planning committee for this event (Jordan, Crystal, Eliza)
- 
- International Day for the Elimination of Racial Discrimination -March 23, 2018
- a. Will promote on March 15<sup>th</sup> at Global Village
- b. Put up posters in advance
- c. Hand out stickers/buttons on
- Meetings:
  - Workshops on leadership & communication
- -U of S Wellness Initiative Focus Group
- -ISSAC:
  - ISSAC International Student Welcome – September 1, 2017
  - a. USSU Breakout session
  - b. Crystal Lau to speak at Welcome Reception in Marquis Hall
- Global Connections Leadership Retreat – First week of October
- a. USSU breakout session presentation to international student leaders
- Sexual Assault Awareness Week - Sept 18th~22nd
- Bystander Intervention Training
- min 30 ppl, \$500/person
- RAD workshop, React Campaign
- connect with Drama department for skits
- welcome week - beer garden 6th~8th for announcements (possibly booth?)
- Protective services & Jason Kovitch
- RAD workshop (for exec. Councilors, centre coordinators & volunteers)
- Safety training for safewalk & student crew
- possibly increase hours for student crew → student petrol
- safety for Louis Student crew -> improve training
- WIL & RAD - Women's Centre
- planning committee for WIL @ March 8th
- planning RAD over the summer for exec & centres
- ACOP
- ACOP prep meeting
- ACOP actual meeting
- Workshops on Leadership & Communication - Women's Centre & Jade
- Communications:
  - Reached out to stakeholders for Women in leadership

-reached out to stakeholders for Yoga in the Bowl - Usask Mindful Living  
-reached out to Peter Hedley for a meeting regarding wellness strategy survey

-Reached out to Student Health for exec. meeting the team

Grievances:

-Final ADR resolution report

- Others:

- National Aboriginal Day

- Usask Wellness Initiative Focus Group

- House party @ Mikey Boy'z

- Gave a bad Reference

- Painted sidewalk

- Buttons

## VP Quan

### On-going projects:

- Open textbook campaign - advertising and promoting the classes that have adopted open textbooks
  - Will be done with Crystal's "Did You Know" campaign and also as its own campaign from the end of August till registration deadlines to drop classes
  - Communications request sent in
- Co-Curricular transcripts - starting internally within the USSU
  - Scott is creating a Filemaker system for us to log in the different positions within the USSU
  - I'm working on establishing how this will be structured - who the validator is
    - This will be put into a policy and procedures document
  - Meeting with Graham Walker mid-end July to give him an update, meeting again near the end of August with Scott + Jason V to discuss the communications strategy. We will have the pilot finished for September
  - Once we've done this internally within the USSU then we can begin rolling this out to ratified student groups
    - Deena will work more on this aspect
- Academic Handbook - FAQ about academic-related matters
  - Content of the handbook is finished
  - Waiting on Luke from XL to give us an estimate on how much pamphlets would cost
  - We will have a few situated at our Welcome Week booth, more situated at Gordon Oakes and ISSAC. Leftovers from Welcome Week can be distributed among the Help Centre, Student Learning Services
- Know Your Rights will be done in conjunction with the Did You Know campaign
  - Sending Crystal tidbits of academic-related information

Weekly tasks:

CFCR - recorded an episode with the band Malick

Grievances - currently working on 7

- Closed off two this week
- 4 university level appeals
- 3 college level appeals

Meeting and events:

- Michael Atkinson's farewell
- National Aboriginal Day
- Pre-hearing and Senate hearing (adjourned after 5 minutes)
- Co-curricular transcript meeting - Scott, Deena, Graham Walker
- AOCPP prep + meeting
- University Council
- Planning Advisory Group
- Indigenization meeting

Communications:

- Predominantly grievance-related matters
- Brianne Saathoff - ESS President (Last Lecture Speaker Series)

Other:

- Confirmation of my semester 1 schedule:
  - Feminist philosophy: Tues Thurs, 1:00-2:20pm
  - TLARC: Monday, 3:00-5:00 every 3 weeks
  - RSAW: Tuesday, 10:00-12:00 every 3 weeks
  - APC: Wednesday, 3:00-5:00 every 3 weeks

## **4. Business**

### 4.1 University Council

President D'Eon will be meeting with the new Chair of University Council – Kevin Flynn and would like to change the way reports are presented.

### 4.2 SUDS

The Executive will be attending SUDS.

### 4.3 Policy review

Caroline will book a date for the Executive to review the policies.

### 4.5 Meeting with Peter Stoicheff

The USSU will look at collaborating over communications regarding tuition. The initial meeting with will determine how the logistics of how this will go.

### 4.6 Miles for Smiles

VP Kapacila brought forward Miles for Smiles (See attached) – they are looking for cash and Pepsi funding.

Move to approve the funding request from Miles for Smiles:

**EXECMotion#002:** VP Kapacila/VP Quan

**Carried**

#### 4.7 Campus Groups Policy

VP Kapacila identified some issues with the Campus Group Policy. We will continue to investigate ways in which to mitigate.

#### 4.8 The MUB

Caroline and Stefanie will be bringing forward information about proposed projects to continue upgrading the MIUB. It will go early in the year to Student Council.

#### 4.9 FES – Foundation in Environmental Stewardship

We have been approached to be involved in this work. VP Lau will determine with the Office of Sustainability if they are fully funding the costs.

#### 4.10 Sustainability @ IP

Institutional Planning would like us to make our concerns about the Sustainability to the Campus Master plan.

#### 4.11 Co-Curricular Transcripts

Jessica Quan will work with Graham Walker on Co-Curricular Transcripts. There will also be a need for an individual in the USSU to validate the work before it can go on to the transcript. We also need a policy and procedures document to keep roles clear. We have a Filemaker program to keep things clear. This should be up and running by the school year.

#### 4.12 Advocacy position

Jessica made it clear that the USSU's job is to ensure the rules are fair – we have no authority to adjudicate cases.

#### 4.13 Semester 1 Schedules

President D'Eon asked for everyone to get their information about semester out to the group.

#### 4.14 RAD

Ashley Clouthier and VP Lau will see if they can set this up for the summer. There needs to be a minimum of six people to attend. VP Lau will work on setting this up with the three female Executive and the three Centre Coordinators. President D'Eon is concerned that we are stepping into the whole area of sexual assault on campus and so we need to examine all the programs which are available.

### **5. Adjournment**

The meeting was adjourned at 10:00 am.

**Executive Meeting  
Minutes for July 4<sup>th</sup>, 2017**

**Present:** President D'Eon, VP Kapacila, VP Lau, VP Quan, GM Cottrell

**1. Call to order**

The meeting was called to order at 9:00 am.

**2. Quorum**

Quorum as present

**3. Roundtables**

**President D'Eon:**

Projects:

- USSU Governance
  - Working with Caroline and exec to establish conventions and policies
  - Should have policy for exec projects budget line done for next week
- Housing
  - Receiving research from SHIP and FMD - will proceed from there
- SSC
  - Meeting on July 4th, full prep completed with Deena
- AOCPU
  - Found the President of Dentistry
  - Met with Jeffrey Elder (medicine)
- ADVOCAN
  - Teleconference held, deciding priorities soon
- Co-Founder's Club
  - Planning session with Innovation Enterprise this week

Communications:

- SSC Members
- George Foufas (consumer services)
- Debra Pozega-Osburn (VP University Relations)
- Karen Chad (VP Research)
- Greg Fowler (VP Finance and Operations)
- Antonio Brieva (Chair, ADVOCAN)
- Roy Romanow (Chancellor)
- Patti MacDougall (Vice-Provost Academic)
- Raj Nayak (Innovation Enterprise)

Meetings:

- Beth Bilson (University Secretary)
- Kevin Flynn (Chair, University Council)
- Jeffrey Elder (President, SMSS)
- Jessica Megan (SECC)

Events:

- Absolutely none

**VP Lau:**

Week 9:

Projects:

FMP3

- FMD approved the proposal (YAY)
- currently working on the project proposal (actual budget, new signate, dividing bathrooms into phases)
- reached out to UMmarketing to update project, informed Vancouver visit

Hike Bike & Roll

- booked space
- confirmed dates on Sept 7th
- reaching out to City's bikes stores for partnership
- Bike Co-op will be selling bikes & locks

Yoga in the bowl

- reached out to Usask Mindfulness living
- reached out to Raelin (Fit Centre)

Rink in the bowl

- met with Merv, had his approval
  - reaching out to Cary (from REC) and Gif (FMD) to follow up
- Meetings:
- Hike Bike & Roll
  - FMD- FMP3
  - Mental Health Awareness Week
  - Wellness Shitegy
  - Meeting with Beth Bilson (Uni Secretary)
  - Merv Dahl (Risk Managment - Rink in the bowl)
  - Career Talks (StregthsFinder)
  - Sustainability Fund Database Review

Communications:

- Sent Patti an email about how Peter was not being very nice

Others:

- Student Life Photoshoot
- registered for SUDS
- picked flights
- microwaved my fork at lunch
- will be co-hosting Sustainability conference with the Office of Sustainability

**VP Quan:**

### On-going projects:

- Co-curricular transcripts - launching internal USSU pilot by September
  - Working on developing a policy and procedures - will send to exec when draft is complete
  - Did a comparative analysis of 5 Canadian universities to see how it can be best structured here
  - Finished refining the validator and administrator roles
  - Have a meeting with the centre coordinators next week to discuss logistics
  - Have a meeting with the VP Student Life at U of C about the role students unions play
- Anti-racism workshop - for VOTR training with Ana
  - Had our first brainstorming session - extremely productive
  - With two more sessions, we'll be able to have the material ready
- Complaining about Peter Hedley

### Weekly tasks:

CFCR - recorded episode with Sheldon about the academic advocacy office

Grievances - one walk in grievance this week, still currently working on 7

### Meeting and events:

- Vann Cortez - met about open textbooks
- Ana Sylvestre - anti-racist workshop
- SLCoP
- Staff meeting
- Senate hearing - non-academic misconduct
- Beth Bilson
- Strengthsfinder workshop
- Co-curricular information session
- University library transformation committee

### Communications:

- Kara Loy, Ryan Banow, Megan Fairbairn - Undergraduate Project Symposium
- Centre Coordinators - Kenny, Ashley, Mark, Jane, Elizabeth
- Grievance-related correspondence
- CFCR-related correspondence

### Other:

- I'm going to be writing my LSAT in December
- Got a new tattoo

### **VP Kapacila:**

#### **• Roundtable for June 12th-26th**

- Meetings:
- · Campus Master Plan

- · U of S Wellness Strategy
- · Non-Academic Grievance
- · Minister for Crown Corporations
- · Michael Atkinson Farewell
- · Jason Kovitch SGSG
- · Femi Yusuf (Nigerian Students Society)
- · Planning and Priorities
- · AOCF
- · STC Messaging (Jason Vetnor)
- · Co-Curricular Transcripts (Graham, Scott, Jessica)
- Future Scheduled Meetings:
- · Minister of Social Services and Status of Women
- · Agriculture Administration
- · Non-Academic Grievance
- · Career Talks
- · Meeting with Beth Bilson
- · North Concourse Expo
- · File Maker Database w Scott
- · Patti and Peter (Liability Presentations)
- Ongoing Projects:
- · Student Group Survival Guide
- · Alcohol Policy (Drafting Committee)
- · Campus Groups Policy + Campus Groups Procedures
- · Reviewing Insurance Procedures
- · Proactive Approach to Alcohol
- Daily Deena:
- · Signing Cheques
- · Student Group Inquiries
- · Funding Requests
- · Exec Project Proposals
- · MSA correspondence
- · Surgery!
- - Pride

#### **4. Business**

##### 4.1 Northern Trip

President D'Eon discussed the trip to northern campuses and noted that Sheldon (AGA) will book this when he returns in August. He would like to include ISC representatives.

##### 4.2 ADVOCAN

President D'Eon raised six possibilities to give to ADVOCAN for this year's lobbying:

- PSSSP – Indigenous funding
- Mental health
- Canadian federal student loans
- Undergraduate research funding

- Infrastructure funding for innovation, wellness, transportation
- International students

The Executive indicated their desire to focus on Indigenous Funding, student loans, and international students as the most inclusive mechanism

#### 4.3 Accountability at Council

David wants to look at the way in which money is spent from the Project line. He would like to have May to September under the auspices of the Executive and in the fall through a committee if appropriate, or if not directly to USC.

#### 4.4 Transition

Execs are working on their transition documents.

#### 4.5 Welcome Week

The Executive continues to discuss what they would like to give away for Welcome Week in order to best promote the USSU. They are currently leaning toward biodegradable pens. Final decisions will be made in the next couple of weeks. They may also do a “game” which then allows people to win bigger prizes.

#### 4.6 Non Academic Misconduct

VP Kapacila raised the issue of Non-Academic Misconduct that the problem with what defines a campus or student event. There have been occasions when students have been held accountable for events that were not necessarily tied to campus. The Executive would like to seek more finite boundaries so that students are not confronting discipline for matters that are legal but have nothing to do with campus. This issue will go to USC this fall.

### **5. Adjournment**

The meeting was adjourned at 10:00 am.

**Executive Meeting  
Minutes for July 10<sup>th</sup>, 2017**

**Present:** President D'Eon, VP Quan, VP Kapicila, VP Lau, GM Cottrell

**1. Called to Order:**

The meeting was called to order at 8:35 am.

**2. Quorum**

Quorum was present

**3. Roundtables**

**VP Lau**

**FMP3**

- comm request for new signage
- writing the planning file
- reached out to ACOP for interest in helping with storage & volunteers
- connected with Amanda about Budget

**Did You Know?**

- categorizing different facts
- picking dates according to school/event calendar

**Yoga in the Bowl**

- met with Christina @ HR
- connecting the summer Yoga in the Bowl with the university

**Rink in the Bowl**

- booked a meeting with Cary @ Fit Centre
- booked a meeting with Merv @ FMD
- reaching out to ISSAC

**Meetings:**

- Met with Patti McDougall
- met with Chantel @ ISSAC regarding #WeAreInternational

**Communications:**

**Women In Leadership**

1. Young Women in Business
2. Equal Voice
3. International Women's Movement
4. WIL

Others:  
-half EDO @ Friday

## **VP Kapacila**

Roundtable: July 3rd - July 7th VP Operations and Finance

Meetings:

- Insurance database meeting
- Meeting with Patti
- SSC Meeting
- Meeting with Amanda for Pepsi database
- Comm Request meeting
- Executive meeting with Colton from Student Care
- Filemaker meeting with Scott

Scheduled Meetings

- African Students Association
- Insurance database meeting (Patti, Merv, Jeff, Myself)
- Non-Academic Hearing
- Meeting with health and counselling

Ongoing Projects:

- Student Group Survival Guide
- Campus Groups Policy and Procedures
- Alcohol Policy
- Agriculture Students Society and Fran Walley
- Changes to the Ratified Groups Page

Daily Deena:

- USST Insurance with Caroline
- Miles for Smiles
- Signing cheques
- Working on the Survival Guide
- Muhammad

## **President D'Eon**

Projects:

- SSC:
  - Meeting went well, I was elected as chair, with Vann Cortez of SPSA and Jermain McKenzie of URSU as vice-chairs.
  - GSA is unhappy with their exclusion from the initial meeting. Will follow up if there are any issues.
  - Media release coming in the next couple of weeks
- Housing:

- Reviewing research that is available, will be considering whether our own research is necessary
- Governance:
  - Began draft of executive projects policy, should be done in two weeks
- Co-Founder's Club:
  - Working on marketing

Communications:

- Fraser Heathen (FNU SLC)
- Roy Romanow
- Paula Klaasen (ISSAC)
- Ryan Brezinski (President, Saskatoon Dental Students' Association)
- Antonio Brieva (ADVOCAN chair)
- Shaun Dyck (SHIP)
- Debra Pozega-Osburn (VP, University Relations)
- Jason Smith (SAPA)
- Brian Zamulinski (CUPE)
- Mikaela Spooner (President, EBSS)
- Tyson Stare (CONNECT)
- Jamie Miley (President's office)
- GSA

Meetings:

- SSC
- CeCe Baptiste
- Patti MacDougall
- Past-Presidents meeting (Jack Saddleback, Kehan Fu, Scott Hitchings, and Christopher Stoicheff in attendance)
- Peter Stoicheff (President)

Events:

- Babysat my niece

JESSICA QUAN

On-going projects:

- Co-curricular records - defining roles
- Academic handbook - final draft complete

Weekly tasks:

CFCR - Sheldon (Academic Advocacy)

Grievances - 5 university level appeal, 1 college level

Meeting and events:

- CCR meeting
- Patti Mcdougall
- Co-curricular meeting
- Blair Pieso
- Centres - CCR

Communications:

- Senate-related matters
- Academic grievance-related matters
- U of C Students' Union

Other

**4. Business**

4.1 Fidget Spinners

President D'Eon would like to investigate Fidget Spinners for a Welcome Week give away. VP Kacicila will look at the prices.

4.2 Policy vs. Procedure

VP Quan was going to write a policy for Co-Curricula Transcripts but upon reflection she realized what she was writing was more procedural than policy based. She suggests that we examine how we can differentiate these two.

4.3 CCT Delegation and Process

VP Quan is working on descriptions to get ahead of the game for the fall when students will be looking at this. She needs everyone to look at their committee descriptions. She is also working out how to assist validators to put all this in place.

4.4 Priorities

President D'Eon thinks everyone is far enough into their terms to determine their priorities. He will continue to examine issues of housing for international students and will check with the Open Door Society to see if they have the housing handbook in various languages. He also talked about the meeting with former USSU presidents, particularly the ramp up in September. They noted that there are many more meetings and, of course, classes.

4.5 Saskatchewan Student Coalition

President D'Eon and VP Kacicila met with the newly reformed Coalition. (Terms of reference attached. President D'Eon is Chair of the Coalition for this year and noted that the group will be looking for consensus as the various member organizations move forward together. Members are: University of Regina Students' Union, Sask Polytechnic Students' Association, First Nations University Student Leadership Council, SIIT Saskatoon Student Association (they will reach out to their sister associations). GSA at U of S may join too.

**5. Adjournment**

The meeting was adjourned at 9:20 am.

## ***Saskatoon Student Coalition***

### ***Mandate:***

*To provide a unified voice between post-secondary student organizations across Saskatchewan, with the purpose of advocating for inclusive and accessible education, and a high-quality student life.*

### **Terms of Reference**

1. Post-secondary students shall be defined as those enrolled in trades, certification, or degree programs.
2. Graduate students shall be defined as those enrolled in Masters or PhD programs.
3. Student organization shall be defined as an entity that represents and serves the best interest of its student members.
4. SSC membership shall be open to all student associations representing post-secondary or graduate students whose representation is not exclusive to specific degrees, programs, or demographics.
5. Quorum shall be set at two-thirds members present, on the condition that the meeting time and place has been communicated with all members at least one week in advance;
6. Attendance at SSC meetings is open to the executive of member associations;
7. Votes shall be limited to one per educational institution. Responsibility falls on delegates present to find consensus between student associations representing a single educational institution. Failure to do so will result in an abstention from the vote;
8. SSC membership shall be subject to a majority vote by existing members. Membership may be revoked by a unanimous vote, excluding the member organization in question;
9. The member associations shall elect one person to serve as chair and one person to serve as vice-chair. The chair and vice-chair's term shall be until an election can be held the following year;
10. The chair and vice-chair may not attend the same educational institution.
11. The chair and vice-chair must be an executive of a member association.
12. The Chair shall be responsible for chairing all meetings. They will oversee and delegate the development of advocacy priorities of the organization, lobbying initiatives, and the general operations of the coalition, as well as communicate with the media on behalf of the organization;
13. The vice-chair shall assume the responsibilities of the chair in their absence, as well as responsibilities delegated to them by the chair;
14. Media releases must be distributed and approved by a majority vote. In the case of recorded or live interviews, the chair or their delegate must provide an outline of the topics that will be discussed, and the messaging that will be used. Restrictions outlined here on interactions with the media only apply to those which are related to the SSC, and do not restrict any person's ability to speak on behalf of their student association;
15. The chair and vice-chair may be removed from their position with a two-thirds vote of a meeting;
16. Advocacy priorities shall be decided by October 31st of each year; and
17. Membership in the coalition is non-binding.

18. Members who choose to revoke their membership or whose membership is revoked must turn over all documentation and property of the coalition to the chair, including but not limited to promotional material, website and domain name, social media accounts, and research.

Executive and Senior Management Meeting  
Minutes for July 18, 2017

**Present:** President D'Eon, VP Quan, VP Kapicila, VP Lau, GM Cottrell, Stefanie Ewen, Amanda Mitchell, Jason Kovitch, Jason Ventnor

### **1. Called to Order**

The meeting was called to order 9:04 am.

### **2. Quorum**

Quorum was present and the Executive Committee was joined by the Senior Management Team so that everyone has a clear understanding of the direction being undertaken by the Executive.

### **3. Roundtables**

Formal Roundtables follow but the Executive highlighted the following

- President D'Eon
  - SCC \$269.99 to be approved for the website (motion passed) and press release to be released today
  - Looking at international student affairs committee and indigenous student affairs committee
    - Will be attending Global Village monthly because this may be a better accountability mechanism
    - How do we make these committees effective?
- VP Kapacila
  - Working on insurance database - to be presented to university council
- VP Lau
  - Rink in the Bowl - moving forward, in contact with Merv
  - FMP3 - meeting with FMD and student groups to arrange for space and distribution
  - Model UN is signed
  - Yoga in the Bowl is ready to roll
  - Global Village planning - Louis as a potential location
- VP Quan
  - Working on co-curricular records
  - Open textbooks - Supreme Court ruling might impede on progress

#### **VP Quan:**

##### **On-Going Projects**

- Co-curricular transcripts
  - Still defining the positions and learning outcomes
  - August 10th - receiving training on being an administrator and validator

- Developing a USSU communications strategy for the fall
    - Video and “CCR Approved” Stamp
  - Pushing to get a seat on the steering committee
- Open textbooks: new SCC ruling <http://nationalpost.com/pmnn/news-pmnn/canada-news-pmnn/york-u-loses-legal-battle-over-copyright-fees-after-court-rejects-fair-use-argument/wcm/d631e810-d8d3-48e1-9f16-97346cd3ca3e>
  - Heather Ross from GM anticipates this will affect the U of S

### **Weekly Tasks**

#### **CFCR:**

- Hike Bike and Roll - Stan Yu and Matt Wolsfeld
- Advanced Education - Ryan Meili

#### **Grievances:**

- All of my grievances are at a standstill right now - waiting to hear back from colleges and the university secretary

### **Meetings and Events**

- Graham Walker - CCR
- ISSAC - Welcome Week
- Peter Hedly, Tracy Spencer, Jocelyn Orb
- Gold Tournament!

### **Communications**

- Sandra Ritchie - CCR
- Laryn, Lisa, Regan - ISC execs
- Nancy Turner
- Heather Ross
- Senate / grievance / CFCR-related correspondence

### **VP Lau:**

#### **Projects:**

##### **FMP3**

- wrote summary
- had planning files for phases
- calculated the supplies demand

##### **Did You Know?**

- categorizing different facts
- sent in comm request

##### **Yoga in the Bowl**

- sent in posters
- everything is planned!

### Rink in the Bowl

- Met with Gift - talked about budget
- reaching out to Cary @ Fit Centre

### Global Village

- had a planning meeting with ISSAC
- met with stakeholders @ ISSAC

### Orientation Campus Expo Committee

- had a meeting with Eriko, DSS, GSA
- planned for booths @ Sept 5th

### Meetings:

- Met with Charlene for Orientation - tent, MC...
- Met with Health & Counselling -> wellness services
- Met with Kristine @ WDM for Women on Boards initiative (WIL?)
- Sexual Assault Awareness Week meeting
- Met with Warren postlewaite @ HR
- Met with UN Model Stakeholders
- Met with the Pharmacy
- Global connections @ ISSAC

### Others:

- Signed the Model UN Sustainable Development Goals Youth Training Seminar Co-Host Agreement
- comm request for health & dental plan APP for pharmacy

## VP Kapacila

### Meetings:

- Insurance meeting with Patti, Merv and Derek
- Meeting with Amanda for Pepsi database
- Muhammed Deshati
- Student Health and Counselling Meeting
- Brittany Senger (WUSC)
- Global Connections (ISSAC)
- Communications Meeting (Wellness Expo)
- Residence Tour
- 

### Scheduled Meetings

- Patti and Caroline (MSA)
- Non-Academic Hearing
- Ralph Goodale Announcement/Meeting (Regina)
- Policy Review
- UFCW Presentation
- RAD Workshop

- USASK Strong (Moh)
- Student Care (Colton)
- Admin Meeting
- Budget and Finance Meeting (Education Students Society Funding)

Ongoing Projects:

- Student Group Survival Guide
- Campus Groups Policy and Procedures
- Alcohol Policy/ Alcohol and Wellness Strategy
- Exclusivity versus Inclusivity (Campus Groups)
- Changes to the Ratified Groups Page
- Muhammad Deshati
- On Campus Insurance Database

Daily Deena:

- Education Students Society
- Global Connections Retreat Presentation Planning
- UFCW Presentation Planning
- Miles for Smiles
- Cheque Run
- Working on the Survival Guide
- Muhammad
- Wellness Expo Planning
- Keeping Groups informed (UN Sustainability event, Career Expo)
- Booking flights and travel itinerary for the entire Exec (SUDS)
- USSU Golf Tournament

**President D'Eon**

Projects:

- SSC:
  - Press release coming soon
- Governance:
  - Reviewing Int'l Student Affairs Committee: might not be in use this year
  - Spoke with Derek Tannis - will be attending Global Connections Network monthly
  - Will talk with Regan and Candace about setting up a similar project for Indigenous students
- Co-Founder's Club:
  - Marketing material and bookings will be prepped this week

Communications:

- SSC Members
- Patti MacDougall

Meetings:

- Peter Hedley & Student Health Services
- Jaclyn Smith & Sarah Sotvedt (Residences tour)
- Derek Tannis (ISSAC)

- Greg Fowler (VP Finance and Resources)
- 

Events:

- USSU Golf Tournament
- Ness Creek (2 EDOs)

#### 4. Business

##### 4.1 Benefit recovery for students – VP Kapacila

- Students are covered for services, but then they have to pay for it and it is uncertain if they are claiming on Studentcare
- Essentially, students pay for services twice
- This needs to be discussed with Colten

##### 4.2 Exclusivity clause with student groups – VP Kapacila

- Across Canada, the general trend is that groups can't be exclusive
- Move towards inclusivity
- At present we have a couple of groups who want exclusive membership. Deena will reach out to them and let them know this runs counter to the USSU's ethos and Campus Groups Policy

##### 4.3 Campus group policy – VP Kapacila

- The policy needs to be re-written to make the inclusivity requirement more evident. At present it is evident primarily in the section that speaks to deratification. The process has to be expedited - posting on the Facebook page to let councillors know, letting AOCPC know – so that we can ensure there is no more confusion.

##### 4.4 Funding request - Miles for Smiles – VP Kapacila

Move to fund Miles for Smiles \$300 for snacks, and \$200 for prizes

##### **EXECMotion#003:** VP Kapacila/VP Lau

Carried

- Conditionally accept on the basis that they get gift cards and provide receipts

##### 4.5 Cyber security

President D'Eon reported on the postcards that the Government of Canada wants to provide on Cybersecurity. He noted that our inquiry about the Telus logo was resolved in a response that the postcard we were shown was merely an example but that the final version that came to us would not have anything but the Government of Canada sponsored information. It's free! And we can have it at the info desk / welcome week

##### 4.6 Welcome Week – VP Lau

- Hike Bike and Roll - Sept 7th, all planned and ready to go
- Sept 5th - during orientation - campus expo USSU booth
- Sept 1 - ISSAC orientation

##### 4.7 Ombudsperson – VP Quan

The university has indicated that they are very interested in encouraging us to hold a referendum on whether or not students are interested in a fee of 8-10 dollars a year to

fund an Ombuds Office. The Executive noted that within the current climate and the existing proposal there is no appetite to do this. As presently proposed the office would be one that primarily directs individuals in need to appropriate on-campus services. This can be done through other means for no fee.

4.8 Meeting with Ralph Goodale – VP Kapacila

VP Kapacila is going to Regina on Thursday to the announcement on carbon tax and innovation money, some of which is coming to the U of S. She will attend on behalf of the USSU.

4.9 Saskatchewan Student Coalition – President D’Eon

President D’Eon presented his budget proposal for funding the Saskatchewan Student Coalition website.

Move to fund SSC according to the budget below.

**EXECMotion#004:** President D’Eon/VP Kapacila

**Carried**

President D’Eon - Budget for Saskatchewan Student Coalition

<b>Purpose</b>	<b>Amount</b>	<b>Description</b>
Website domain	19.99	Maintains ownership of domain name, price as quoted by Scott
Website hosting	160.00	Hosts actual webpage, as quoted by Scott. Some extra added to account for exchange rate fluctuations
Website theme	90.00	One-time purchase of webpage design from wordpress
<u>Total</u>	<u>269.99</u>	

**5. Adjournment**

The meeting was adjourned

**Executive Meeting  
Minutes for July 25, 2017**

**Present:** President D'Eon, VP Quan, VP Kapicila, VP Lau, VP Cottrell

**1. Called to Order**

The meeting was called to order at 10:40 a.m.

**2. Quorum**

Quorum was present

**3. Roundtables**

**VP Kapacila:**

**Roundtable: July 17th - July 24th VP Operations and Finance**

Meetings:

- Insurance meeting with Patti, Merv and Derek
- Muhammed Deshati
- Patti and Caroline (MSA)
- USASK Strong (Moh and Dustin)
- RAD Workshop
- Ralph Goodale Announcement
- Education Students Society Funding Request
- Executive and Senior Managers
- Senate Hearing Board
- CFCR (Student Groups & USASK Strong)
- Prep For Regina Meeting
- Mack (Minister of Immigration and Minister of Public Safety Advisor)

Scheduled Meetings

- Policy Review
- UFCW Presentation
- Student Care (Colton)
- Admin Meeting
- Museum of Natural Sciences Renewal
- RAD Workshop
- Policy Review
- Women in Leadership Planning

Ongoing Projects:

- Student Group Survival Guide
- Campus Groups Policy and Procedures
- Alcohol Policy/ Alcohol and Wellness Strategy
- Exclusivity versus Inclusivity (Campus Groups)

- Changes to the Ratified Groups Page
- Muhammad Deshati
- On Campus Insurance Database
- Tables for Groups at Orientation

Daily Deena:

- Education Students Society
- Global Connections Retreat Presentation Planning
- UFCW Presentation Planning
- Cheque Run
- Working on the Survival Guide
- Wellness Expo Planning
- Keeping Groups informed (UN Sustainability event, Career Expo, Orientation)

**President D'Eon:**

Projects:

- SSC:
  - Next meeting booked, had meeting with vice-chairs
  - press release went out, interviewed by StarPhoenix and CBC
- Governance:
  - Executive projects policy mostly finished - just need to do definitions
- Co-Founder's Club
  - Louis booked, requisition sent to Olivia for promo material
- Board of Governors:
  - Meeting prep
- Indigenization:
  - Office of the Treaty Commissioner is vacant - our strategic alliance is moot until further notice
  - Working to book another meeting with Indigenous student leaders
- International Students' Association:
  - I am a signing authority on the account until further notice - this is a favour I did for Nancy, as the rest of her exec is not in town until school starts

Communications:

- Matt Olsen, StarPhoenix
- Cory Coleman, CBC
- Tyson Stare, Connect
- Jack Hicks, Stop the Cuts
- Raj Nayak & Amit Shukla, Innovation Enterprise
- Brian Zamulinski, CUPE 3287
- Violet Swan, SIIT SSA
- Nathan Archer, Briercrest College

- Office of the Treaty Commissioner

Meetings:

- Tour of MUB with Strata
- Vann Cortez, (President, SPSA)
- Jermain McKenzie, (President, URSU)
- Ziad Ghaith (President, GSA)
- Patti MacDougall, Ziad Ghaith, Chad London (Dean, Kinesiology)
- Nancy Eze (President, ISA)
- Candace Wasacase-Lafferty (Aboriginal Students' Centre)3
- FARC
- Stop the Cuts
- 

Events:

- Handed out goodies with Connect for summer finals

**VP Lau:**

**Projects:**

FMP3

- recalculated the supplies demand @ different phases
- reaching out to UM Marketing (contact)
- sent in planning file & signage pictures

Rink in the Bowl

- prepped meeting for Cary @ Fit Centre

Global Village

- met with Dan and the ISSAC team
- will happen @ Louis & Loft on March 15th

Orientation Campus Expo Committee

- USSU has a booth for exec. & centres

**Communications:**

- Housing online postings
- location & reminder of RAD

**Others:**

- Yoga in the bowl!
- RAD was rad.
- centres visit

**VP Quan:**

Ongoing projects

- Academic handbook

- Received final proof for the project
- Project budget proposal will be brought forward after consulting with Ventnor about how many booklets we need
- Co-curricular transcripts
  - Positions and learning outcomes are complete - position write-ups to be approved by Ventnor
  - Scott and I are going in for administrator/validator training on August 10th
    - Once we receive training, I'll upload the positions and train the validators before the school year begins
  - Communications strategy discussed with Ventnor
    - Submitted Comm request in for "CCR-approved stamp"
    - Submitted Comm request for a general CCR graphic to be used on social media / advertising
    - Completed write-up for a CCR website page
  - Still awaiting updates regarding whether or not I'll be on the CCR steering committee
    - It's likely that this group will commence in the fall and the USSU will have to move forward with our own communications strategy
- Anti-racist workshop - slideshow is complete, one more meeting needed before the workshop is ready
- Know Your Rights / Student Life Panel and video project
  - In the planning stages with both the ISC and ISSAC
    - I provide the academic-related questions while the respective group provides the "student life"-related questions
  - Both panels are to be held the week of Sept. 11th
  - There will be a sponsorship aspect to it
    - Currently refining the details about what type of food we want at the panel and what we anticipate to be the attendance
    - Posters, advertising and outreach
  - The video project will be 3-4 minutes long as a "welcome" video to release before school begins (aiming for August 23rd) incorporating the "student life" aspects in a candid interview concept. The planning committee includes the following:
    - ISC rep - to report to me with an "indigenous focus" what kinds of questions they want to see, individuals (3-4) within their community to feature in the video
    - ISSAC rep - to report to me from an "international focus" what kinds of questions they want to see,

individuals (3-4) within their community to feature in the video

- USSU (me) - to have more of the “student leader”, to find 3-4 individuals within the USSU or community to feature

#### Weekly tasks

- Academic grievances - most are at an administrative standstill, received two new grievances this week
- CFCR - recorded episode with Deena and USask Strong about Student Groups

#### Meetings and events

- TLARC working group on course evaluations
- Sheldon - debriefing on CCR
- Ana Sylvestre - anti-racist workshop
- Women in Leadership meeting
- Connect + USSU giveaway

#### Communications

- Grievance-related communications
- Senate-related communications
- ISC executives (Regan, Lisa, Laryne) for Welcome Week
- Beth Bilsen
- Heather Ross - open textbooks
- Undergraduate Project Symposium planning committee (Kara, Megan, Ryan)

## **4. Business**

### 4.1 Ralph Goodale Announcement

VP Kapacila attended this event. Minister Goodale presented to various stakeholders, including but not limited to CEO's in the tech and extraction industries, University personnel from the University of Regina and Saskatchewan polytechnic and small business owners. The announcement focused on the transition to a carbon tax and the opportunities for businesses, consumers and post-secondary institutions now and in the future. Minister Goodale announced \$150 million in funding for post secondary institutions in Saskatchewan for innovation and research and referenced a continued commitment and funding from the Government of Canada to post secondary institutes in Saskatchewan to create alternatives to current practices in several industries with the hopes of creating more efficient practices both economically and for the environment. I had the opportunity to ask the Minister about the University of Saskatchewan and the current budget situation, to which he replied that the federal government is looking to further fill the gaps created by the provincial budget that was released in March of 2017. I then had the opportunity to speak with Mack who is one of Minister Goodales senior advisors as well as an advisor to the Minister of Immigration. He was incredibly supportive of my proposed idea to have Ralph come on campus and speak to

undergraduate students about a variety of things, including but not limited to the carbon tax and increased funding for innovation in green technology.

## **5. Adjournment**

The meeting was adjourned at 10:45 am.

**Executive Meeting**  
**August 8, 2017**

**Present:** President D'Eon, VP Quan, VP Kapacila, VP Lau, Jason Ventnor

**1. Call to Order**

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

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Co-Curricular Record

VP Quan gave an update on her co-curricular record project, she sent out the criteria to the executive and centres and will be attending training with Scott Henderson from IT to input the criteria into the system. She has asked be including in the steering committee and be ready for September.

4.2 Saskatchewan Student Coalition Event

Vp Kapacilla and President D'Eon are working on an event for Saskatoon to protest the funding cuts by the government in late September. They will report back after meeting with the coalition and the details are finalized.

4.3 Project Funding Policy

President D'Eon has completed the policy and will share it with the executive, it will need to be passed by the executive and brought to council in September.

4.4 Canada 150 Sign

President D'Eon was contacted in regards to having a Canada 150 sign in Place Riel, he passed on to Stefanie Ewen, the USSU Facilities Manager, who is working to have the sign in place for September.

4.5 Councillor Name Tags

Vp Quan thinks it would be a good idea to purchase name tags for councillors to have at events. The tags will generic so they can be reused.

Move to buy Councillors name tags.

**EXECMotion#005:** VP Kapacila/President D'Eon

**Carried**

4.6 Institutional Planning

Everyone received the latest draft of the Institutional Plan.

Move to approve the final draft of the IP.

**EXECMotion#006:** VP Lau/VP Quan

**Carried**

**5. Adjournment**

The meeting was adjourned at 3:20 p.m.

**Executive Meeting  
August 14, 2017**

**Present:** President D'Eon, VP Quan, VP Kapacila, Jason Ventnor  
**Regrets:** VP Lau

**1. Call to Order**

The meeting was called to order at 1:00 p.m.

**2. Quorum**

Quorum was present

**3. Roundtables**

**4. Business**

4.1 Academic Handbook

VP Quan submitted her proposal for the academic handbook (attached), the handbook will be helpful to new students and will also have a digital version on the website.

Motion to approve VP Quan's proposal for the academic handbook.

**EXECMotion#007:** VP Kapacila/President D'Eon

**Carried**

4.2 Louis' Update

VP Kapacila gave an update on the Louis' project, including the proposed menu and promotional ideas from Louis'.

4.3 Ministry of Advanced Education

President D'Eon has reached out to the office of Advanced Education to have the minister attend a university students' council meeting. He will report back once a date has been confirmed.

4.4 Premier Retirement

With the retirement of the Premier, President D'Eon will reach out to the leadership candidates and set up meetings to articulate the concerns and needs of undergraduate students, as he has done so with the other political parties.

4.5 Aboriginal Student Centre Welcome

President D'Eon will be speaking at the event on September 1st, the USSU will also have a booth at the expo.

4.6 International Student Welcome

VP Lau will be speaking at the event on September 1st, and the USSU will have a booth set up for the Welcome expo.

4.7 Council Update

President D'Eon would like each member of the executive to give a 5 minute update to council on what they have been working on since they started in May. Highlighting all the major initiatives and not the day to day activities.

## **5. Adjournment**

The meeting was adjourned at 2:20 p.m.

**Executive Meeting  
Minutes for August 30, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 9:00 am.

**2. Quorum**

Quorum was present. s

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila:**

**VP Quan:**

**VP Lau:**

**4. Business**

4.1 SUDs Report

President D'Eon will share the SUDS report as soon as it is ready. This is a compilation of information from all the Executive members who attended, complete with recommendations.

4.2 Office Hours

VP Kapacila would like to make sure office hours are posted and that the Executive will make sure that someone is in at all times.

4.3 President's Breakfast

Next meeting will be on September 7<sup>th</sup>. The Executive will raise as issues the following: tuition, Rink in the Bowl, enabling campus groups' activities.

4.4 React Sexual Assault

Both VP Quan and VP Lau will take part in the photoshoot for this campaign.

4.5 Funding Requests

- a. Ukrainian Students' Society: requests \$50.00 for new business cards  
Approved
- b. Greystone Scholars: Applying for an X banner. \$230.00
- c. Progressive Conservatives – approved \$425 (pending revisions)

4.6 PowerPoint

The Executive will need to have a PowerPoint Presentation ready for all orientations and VOTR. The Executive will work with Elizabeth Plishka on this.

#### 4.7 University Council

the report is due soon and President D'Eon would like to have a paragraph from each Executive member.

#### 4.8 International Student Marketing

International Students' Marketing Coordinator would like Executive participation in a video. Everyone is willing to be involved and will connect back with her.

### **5. Adjournment**

The meeting was adjourned at 10:00 am.

**Executive Meeting**  
**Minutes for September 11, 2017**

**Present:** President D'Eon, VP Quan, VP Lau, GM Cottrell

**Regrets:** VP Kapacila

**1. Call to order**

The meeting was called to order at 9:24 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

Projects:

- SSC:
  - Difficulties with communications with Jermain; rally being published in next few days.
  - Upcoming meeting end of Sept. to determine research priorities, messaging moving forward
- Co-Founder's Club:
  - Website and event live, postering this week.
- Welcome Week:
  - I'm alive
- Tuition Consultation:
  - Meeting with Dean's Council Sept. 12 to encourage consultation

Communications:

- Vann Cortez (Vice-chair, SSC)
- Jermain McKenzie (Vice-Chair, SSC)
- Mathias Memmel (President, UTSU)
- Adrian Katts (Kokobi)
- Stephanie Mulhall (Assessment Coordinator, VPTL)
- Lori Delorme (ASC)
- David Dube (Concorde Group)
- Alan Bailey (President, UBC AMS)
- Tony Vannelli (Provost)
- Andrew Clubine (VP Education, FEDS)
- Danette Stang (Office of the VPTL)
- Jim Pulfer (University Senate)
- Leila Tang (Recruitment Offices)
- Ken Cheveldayoff (MLA, Sask. Party)
- Kevin Doherty (Minister of Advanced Education)
- Gord Wyant (MLA, Sask. Party)
- Ryan Meili (MLA, NDP)
- Trent Wotherspoon (MLA, NDP)
- Amanda Davenport (Executive Assistant to the Dean, Kinesiology)

- Robert Ashton (President, SESS)
- Ziad Ghaith (President, GSA)
- Claire Murchison (Student, Kinesiology)

Meetings:

- Scott Hitchings (Chair, USSU)
- Student Health Office
- Raj Nayak and Amit Shukla (Innovation Enterprise)
- Debra Pozega-Osburn (VP University Relations)
- Mobilize Saskatoon
- Adam and Devon (Strata)
- Sheaf team
- Co-Curricular Record Briefing
- Zach Jeffries (City Councillor)
- President's Breakfast
- Student Council Orientation

Events:

- Recorded episode of USask On Air with VP Quan
- ITEP Orientation
- ISSAC Orientation
- ASC Orientation
- Campus Expo Orientation Panel
- Homecoming Game

**VP Kapacila:**

Meetings:

- Co-curricular record briefing
- Museum of Natural Sciences Renewal
- ISSAC Table
- Faith Leaders Council
- International Students Presentation
- Student Health
- WUSC meet and greet
- CFCR
- Matt Fehr (Campus Club Week)
- STRATA
- International Students Video Shoot
- Campus Expo
- Planning and Priorities
- Presidents Breakfast

Scheduled Meetings:

- Brad Trost
- Risk Management (Patti, Peter)
- Budget and Finance (Caveat Lector, Pharmacy)
- Federal government funding announcement
- Planning and Priorities
- Campus Club Week Orientation
- Meeting with Provost and Vice Provost
- Meeting w JDC West

On-going Projects:

- Campus Club Week
- On Campus Insurance Form
- Student Group Webpage
- Faith Leaders Council
- Risk Management Sessions

**VP Quan:**

Projects:

- International Students' Welcome Panel
  - Taking place today (Sept. 11th)
  - The past week was spent finalizing details and touching base with panelists
- Indigenous Students' Welcome Panel
  - Panelists and booking details have been finalized
  - Still have to meet with panelists before the event and finalize question set
- Co-curricular records
  - Information package has been put together for councillors and centre volunteers
- CFCR
  - Comm request and IT logistics have been communicated to Jason V and Jeff for the podcast - to be released within the next week

Weekly Activities:

- CFCR - recorded an episode with Mayor Charlie Clark
- Academic grievances - no new grievances but attended an academic appointment with a student

Meetings and Events:

- Welcome week
- Campus orientation
- President's breakfast
- React against sexual assault photo shoot
- Homecoming game
- USC Orientation
- International Student Panel briefing

Communications:

- Alex Beldhan - scholarships and awards committee
- Beth Bilsen - senate-related matters
- Academic grievance-related matters
- CFCR - FM-Phasis Fundraising Drive
- Heather Ross and Jessica Klaasen-Wright - Sheaf article corrections
- Seghal and Braedon - Kin Students Society (Last Lecture Speaker Series)
- Indigenous student panelists
- International student panelists

**VP Lau:**

**Projects:**

- Prepping bathroom list for volunteers sign up
- Hike Bike & Roll was successful!

**Meetings:**

- breakfast meeting with the PEC

**Communications:**

- responded to (many) parking issues

**Others:**

- MC for the Orientation
- Huskies Homecoming football game!
- USC Orientation
- Student Wellness video shoot
- React campaign photoshoot
- Welcome week table

**4. Business**4.1 FMphasis Fundraiser

VP Quan asked the Executive if they would be ok with putting the CCR graphic on the plasmas to promote their fundraiser? The Executive was ok with this.

4.2 Parliamentary Course

VP Quan discussed the Executive taking the Robert's Rules of Order course.

GM Cottrell stated that she would find someplace in the budget to pay for it.

All of the Executive were in favour of it.

4.3 Football

VP Lau stated she saw a problem at the Homecoming football game. She noticed that the lineups for students was too long, and that some students did not get into the stadium until halftime.

GM Cottrell noted that this issue would be advocacy, as it is Huskie Athletics who manages the game.

President D'Eon stated that they would encourage Huskie Athletics to have more staff next year, or to have them give us tickets to give out as students pick up their UPass stickers.

Jason Kovitch stated that Huskie Athletics would have to license us to use their program for selling tickets. He stated that he would be interested in this. He noted that there are always long lineups to get into the Homecoming game. He suggested that they should promote the fact that students need to get tickets to get into the game.

President D'Eon stated that he would pass this on to VP Kapacila to work with Kovitch.

#### 4.3 Special Events Permit

President D'Eon stated that they have

Move to fund the permit for SSC Rally on September 29th for \$26.25.

**EXECMotion#008:** PResident/VP Quan

**Carried**

#### 4.4 PA Trip

President D'Eon will find a day that works for everyone, and Sheldon will contact Cindy Koob to schedule it.

#### 4.5 Accountabilities

President D'Eon stated that the Executive will go over their Summer Accountabilities at this weeks Council Meeting,.

#### 4.6 Council Schedule

This meeting will be Summer Recap and the elections to committees. On September 21st, Brittney Senger will be talking about WUSC, and then there will be more elections to the Executive's Committees. On September 28th, they will be going over the Bylaws and the Policies that the Executive wants to change. They will also put out the report for SPUDS.

#### 4.7 Citizenship Ceremony

On September 15th there will be a citizenship ceremony, and President D'Eon was asked if the USSU would promote it.

### **5. Adjournment**

The meeting was adjourned at 10:00 am.

**University Students' Council Agenda**  
**September 21, 2017**  
**Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda**
- 2. Introductions**
- 3. Council Address**
  - 3.1 Take Back the Night**
  - 3.2 WUSC- Britney Senger**
  - 3.3 City Council Presentation**
- 4. Minutes and Reports for Information**
  - 4.1 USC Minutes - September 14, 2017**
  - 4.2 Executive Committee - September 18, 2017**
  - 4.3 Academic Affairs Committee Minutes and Report**
  - 4.4 Appointments Committee Minutes and Report**
  - 4.5 Code of Ethics Disciplinary Tribunal 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 Indigenous Student Affairs Committee Minutes and Report**
  - 4.10 International Student Affairs Committee Minutes and Report**
  - 4.11 Student Affairs Committee Minutes and Report**
  - 4.12 Sustainability Committee Minutes and Report**
  - 4.13 Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1 Committee Nominations**
    - 6.1.1 Academic Committee**
    - 6.1.2 Student Affairs Committee**
    - 6.1.3 Budget & Finance Committee**
    - 6.1.4 External Affairs Committee**
    - 6.1.5 Sustainability Committee**
  - 6.2 Motion to support WUSC's request for a fee increase as presented**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, September 14, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kirsten Samson, Arts and Science  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Madison Nagel, Education  
Anastasia Sylvestre, Indigenous Students  
Keana Trudel, Agriculture and Bioresources  
Aliya Abbasi, Nursing  
Alexandria McMillan, Pharmacy and Nutrition  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Darcy Dumont, Law  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

**Absent**

**Guest List**

Tanner Bayne  
Lyndsay Afseth  
Emily Migchels  
Jessica Klaassen-Wright  
Regan Ratt-Misponas

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Move to accept the agenda.

**USCMotion001:** President D'Eon/VP Kapacila

**Carried**

## **2. Introductions**

President D'Eon introduced the guests from the Sheaf, and the President of the Indigenous Students' Council, Regan Ratt-Misponas.

## **3. Council Address**

### **3.1 President's Report to University Council**

President D'Eon explained that University Council is the body on Campus that makes the decisions regarding the academic direction of the University. He submits a monthly report to them, and he has included it in the package for transparency about what the Executive is doing.

### **3.2 Executive Summer Accountabilities**

#### **3.21 President D'Eon**

President D'Eon encouraged the Councillors to take back the following information to their constituents and explain what the Executive is getting paid to do.

President D'Eon stated that his mandate for this summer has been to increase the legitimacy of the USSU on and off Campus as a body that advocates for undergraduate students. This has entailed a lot of meetings with various people, including the NDP Caucus, the Minister of Advanced Education, Ralph Goodale, the Saskatchewan Federation of Labour, and the University of Regina's Student Union's Executive. President D'Eon and VP Kapacila presented a letter on behalf of VP Quan about Open Resources, and they have Minister Bronwyn Eyre on record pledging to financially support open Courseware on Campus. One of their accomplishments was ensuring \$83,000 in funding for Open Courseware on campus. With the resignation of Brad Wall, President D'Eon has reached out to all leadership candidates to speak about the issues facing students. The day previous, he met with MLA Tina Beaudry-Mellor. VP Kapacila and President D'Eon spearheaded the Saskatchewan Student Coalition, whose members represent over sixty thousand students across the province, to provide a unified voice to speak for students' interests. Those initiatives include doing research on policy that they will be presenting to the Legislature, and planning rallies in three cities on September 29<sup>th</sup> to draw attention towards students. There will be strategizing in the future about what to

do with the Budget, and the Midterm Report. He will be working with the External Affairs Committee on these issues. President D'Eon is working with the Communications & Marketing Manager, Jason Ventnor, to implement annual surveying, to assess the USSU, and to represent the interests of students for when the Executive is advocating for different services to different levels of government and administration. The entire Executive has been looking over the Bylaw and the Policies and they will be proposing some amendments over the year. VP Quan and President D'Eon have worked with Indigenous leaders, pushing forward and trying to figure out where the USSU sits with Indigenousization and Reconciliation. This is a conversation they will continue with groups such as the ISC. Finally, VP Quan and President D'Eon have been working on a Tuition Consultation Policy, the purpose of which is to encourage transparency in the face of the decisions that will be made this year. They are working towards having this implemented permanently into the Tuition policy with the Administration. This would make it mandatory for tuition consultation to follow certain principles and outcomes to make sure students know what their money is going to.

Councillor Samson asked what three cities would be taking part in the rally on September 29<sup>th</sup>?

President D'Eon answered that the three cities will be Prince Albert, Regina, and Saskatoon.

### **3.22 VP Kapacila**

VP Kapacila noted that it has been a busy summer for her role, in terms of the renovations that have taken place. She had the benefit of working with the management team to understand the renovation and the broader budget. She also started working on the Alcohol Policy with Upper Administration. She has been successful in moving that from it being a 30 plus working group down to a 3 person working group, including Peter Hedley, Patti McDougall, and herself. She sits on a committee called Planning and Priorities, where she represents undergraduate students and defends their rights. On the Student Group side, she has worked with Jason Ventnor to prepare the Student Survival Guide. She has also worked with Scott Henderson and Jeff Jackson on revamping the USSU's website. They are trying to make a move to get a Campus Group link on the University's website. She stated that USSU is doing quite well financially, and that she is open to questions about this.

### **3.23 VP Quan**

VP Quan stated that the Gwenna Moss Centre is in charge of working with Instructors to implement open textbooks, in her role is as an advocate and that she promotes to students how they can support this initiative. She has been working with the Gwenna Moss Centre, figuring out ways to get students involved with open textbooks. She has also done a lot of academic advocacy over the summer. This involved working with Campus Legal Services. They are looking into ways they could potentially streamline the process of having Academic Grievances and student representatives in the hearing processes. She has also been working on the Academic Handbook, which provides information on what do regarding different academic issues. She has been working on planning the Undergraduate Project Symposium, which is taking place in February. She is also planning a Last Lecture Series with the Kinesiology Students' Association, which will take place in October. She has helped with the International Student Welcome Panel, where they have discussed academic issues that students may face. She noted that she will be having a similar panel for Indigenous Students. She has also been working on CFCR, which is the University's Radio show, which airs on Tuesdays at 7 pm. Her cohost will be Councillor Kobes, and they will be making the show into a podcast as well. VP Quan noted that she works very closely with the University's Administration. She sits on twelve university committee, whereas President D'Eon sits on one. She has been working with the University on the Integrated Plan, which Council will soon be hearing about. She has also been working towards implementing Co-Curricular Records. She explained that a Co-Curricular Record is a University transcript, which is endorsed by the university and it accounts for extracurricular activities that have tangible learning outcomes. This means that the Councillors, SALs, and all the Centre volunteers, will get recognized on the Co-Curricular Records for their volunteering.

Councillor Murphy asked what is the timeframe for when non-USSU groups will be able to access the Co-Curricular Records?

Councillor Quan said that the timeframe is up in the air, and that it will only be in the pilot stage this upcoming year. It will be up to the next VP Academic Affairs to carry the initiative forward. She stated she would go in more detail on this in a future meeting.

### **3.24 VP Lau**

VP Lau reported that she has been working with different stakeholders on Campus, including the five USSU Centres, the International Students and Study Abroad Centre, Parking Services, Student Wellness Centre, Student Protective Services, Disability Student Services, the Office of Sustainability, StudentCare and many more. She listed some events she has worked on such as Yoga in the Bowl, Orientation, Hike Bike and Roll, Model UNM Sustainable Youth Seminar, Sustainability Week, International

Education Week, Women in Leadership, Global Village, Stop Racism Day, and many more. She has also been working on the Free Menstruation Product Project, Orientation, the Rink in the Bowl Project, Sexual Assault Awareness Week, Mental Health Awareness Week, and many more. She has been sitting on different committees such as International Affairs Committee, Provost Advisory Committee on Sexual and Gender Diversity Issues, the President's Sustainability Committee, the Childcare Committee and more. She has been working to get free Menstruation products in over twenty bathrooms on Campus. She noted that she has a lot of support from the University to have a Rink in the Bowl during winter. She will be working more with this later in the year.

Councillor Samson asked for more detail regarding the policy for breastfeeding that was talked about in VP Lau's report?

VP Lau responded that she will be bringing this policy to the Student Affairs Committee, and that she will discuss it at the next USC meeting when they populate the committees. They will be looking at the Bishop University Policy as a model.

Councillor Robert asked how much the Rink in the Bowl would cost?

VP Lau responded that the price range of the bowl depends on what size of rink they go with. They are still figuring out what supplies that are going to be used. She is still waiting on Grounds to give her an estimate on the price.

VP Kapacila stated that the Rink in the Bowl would mostly be paid for by Sponsorship outside of USSU funding.

Councillor Murphy asked if there were speculative dates about the Rink?

VP Lau responded that it depends on when winter comes, and that it is still a work in progress. She stated that they would go into further discussion about this when they have more concrete details. She wants the University to take some of the responsibility for this, to ensure that this can happen every year, and that it is not dependent on the USSU.

### **3.3 Code of Ethics and Disciplinary Tribunal**

President D'Eon explained that the Code of Ethics and Disciplinary Tribunal is a body that will be made of Councillors and the General Manager (non-voting), which is meant to resolve serious disputes within Council. Historically, this has mostly happened between the Executive, but it is still open to the Councillors. If there is an infraction that

has occurred where a Councillor feels they have been wronged by another member of Council, if informal resolution has failed, they can speak to GM Cottrell to submit a written complaint, from where she will forward it to the Tribunal. He emphasized that confidentiality is very important to be on this committee. He went over what might warrant an infraction that could be addressed by the Tribunal (this can be found in the Bylaw).

President D'Eon noted that attendance is mandatory for Council, and that if they cannot attend they should forward their regrets to himself or the General Manager.

Councillor Abbasi noted that she will be in clinical next semester, and asked if she is allowed to show up late?

President D'Eon responded that Councillors would still be marked present if they arrive late.

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

**4.1 USC Minutes- April 6, 2017**

**4.2 Executive Committee- April 10, 2017; May 3, 2017; May 8, 2017; May 15, 2017; May, 23, 2017; June 5, 2017; June 13, 2017; June 26, 2017; July 4, 2017; July 10, 2017; July 18, 2017; July 25, 2017; August 8, 2017; August 14, 2017; August 30, 2017; September 11, 2017**

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

Move to accept the minutes into the official record.

**USCMotion002:** President D'Eon/VP Kapacila

Councillor Samson stated that on page 30, on the July 10<sup>th</sup> Executive Meeting, that it lists Saskatoon Student Coalition, and noted that it should be Saskatchewan Student Coalition.

Move to amend the Executive Committee minutes from July 10<sup>th</sup>, to correct the wording to Saskatchewan Student Coalition.

**USCMotion003:** Councillor Samson/Councillor Dumont

**Carried**

**Carried**

#### **6. Business**

**6.1 Committee Nominations**

**6.1.1 Appointments Committee**

President D'Eon explained that the Appointments Committee is to appoint Students-at-Large to the committees. They are looking for three Councillors to be elected to this Committee, and their involvement will require one large meeting in the next two weeks.

Move to open nominations for the Appointments Committee for three Councillors.

**USCMotion004:** President D'Eon/VP Quan **Carried**

Councillor Phillips nominated Councillor Samson, who accepted the nomination.

Councillor Murphy nominated Councillor Kobes, who did not accept the nomination.

VP Kapacila nominated Councillor Roberts and Councillor Sylvestre.

Councillor Roberts declined the nomination.

Councillor Sylvestre accepted the nomination.

VP Lau nominated Councillor Dumont, who declined the nomination.

President D'Eon nominated Councillor Nagel, Councillor Trudel, Councillor Cameron, Councillor McMillan, Councillor Abbasi, and Councillor Koh-Steadman. Only Councillor Abbasi accepted the nomination.

Move to close nominations.

**USCMotion005:** President D'Eon/Councillor Dumont **Carried**

The Councillors elected to the Appointment Committee are Councillor Samson, Councillor Sylvestre, and Councillor Abbasi.

Chairperson Hitchings clarified that Councillors can be on more than one committee.

### **6.1.2 Elections Committee**

President D'Eon introduced the Elections Committee and explained that it is chaired by the Chief Returning Officer, and that it runs the elections of the Union. It will set the schedule for the By-Elections that need to take place soon. He noted that if you sit on the Committee, you cannot run in the election.

Move to open nominations for three Councillors to the Elections Committee.

**USCMotion006:** President D'Eon/VP Quan

**Carried**

VP Kapacila nominated Councillor Dumont and Councillor Heintz. Both Councillors declined their nomination.

Councillor Samson nominated Councillor Erlandson, who accepted the nomination.

VP Lau nominated Councillor Koh-Steadman, who declined the nomination.

VP Quan nominated Councillor Murphy, who accepted the nomination.

Councillor McMillan nominated herself.

Move to close nominations.

**USCMotion007:** President D'Eon/Councillor Dumont

**Carried**

The Councillors elected to the Elections Committee are Councillor Erlandson, Councillor Murphy, and Councillor McMillan.

### **6.1.3 Code of Ethics and Disciplinary Tribunal**

President D'Eon explained that this Tribunal meets as required.

Move to open nominations for three Councillors.

**USCMotion008:** President D'Eon/VP Quan

**Carried**

Councillor Samson nominated Councillor Phillips, whom accepted the nomination.

Councillor Nagel nominated herself.

Councillor Sylvestre nominated herself.

Councillor Dumont nominated himself.

VP Quan asked if the Councillors nominated are required to make speeches?

President D'Eon stated that he believes every nominee should make a speech.

Chairperson Hitchings stated that every nominee has the option to make a speech, but is not required.

The Councillors nominated gave their speeches.

Council went into recess to vote.

The Councillors elected to the Code of Ethics and Disciplinary Tribunal are Councillor Nagel, Councillor Phillips, and Councillor Dumont.

Move to close nominations.

**USCMotion008:** President D'Eon/VP Quan **Carried**

Move to destroy the ballots.

**USCMotion009:** VP Kapacila/VP Samson **Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

President D'Eon explained that this is the part of the meeting where Councillors can bring up any questions or comments. Councillors can also announce any events or other things that their constituency group is doing that they want Council to know about. He encouraged Councillors to only discuss insured and legal events.

Councillor Nagel noted that the College of Education started their Co-Curricular Record last year. She said that during Council Orientation that they said that every student group has access to \$1,000, and asked what that money can be used for?

VP Kapacila responded that it is \$1,000 total funding, after groups have submitted the \$100 ratification fee. That is for Campus Groups only. With \$1,000 total, you have up to \$500 cash funding, up to \$1,000 in XL Print and Design funding, up to \$1,000 in Louis' and Louis' Loft funding, and up to \$200 in Pepsi Product. However, you cannot exceed a total of \$1,000 in funding.

Councillor Phillips announced that the PSSA and the ASSU will be hosting a free karaoke night on September 15<sup>th</sup> at Louis'.

Councillor Kobes announced that STM will be having their Grand Opening of their renovation the next morning at 10 am.

Councillor Sylvestre announced that the ISC had a meeting with Peter Stoicheff, and one major point of discussion was the new Vice Provost position that will be starting around October 1<sup>st</sup>.

Move to have the USSU have the President and the new Vice Provost come and speak at Council.

**USCMotion010:** Councillor Sylvestre/VP Lau

President D'Eon stated that President Stoicheff will be attending Council at the end of November. He also stated that inviting the new Vice Provost would be an excellent idea.

### **Carried**

VP Kapacila noted that she is conducting Risk Management Sessions for all of the AOCB group, as well as Risk Management sessions for any groups holding larger events. This will also involve disclosure training, as there should be student leaders at these events who know how to disclose. She is also working with the Museum of Natural Sciences Renewal. She is also working on an Internal On Campus Insurance Database, which will be live soon. She also stated that the University is looking for \$12 million for the funding shortfall for the Merlis Belsher rink.

Councillor Sylvestre stated that she had interest in the Museum of Natural Sciences, and that they should get better at communicating their events.

Councillor Dumont announced that they have a guest lecturer at the College of Law on September 25<sup>th</sup> at noon. It is Susan Abramovich, who is one of the world's leading entertainment lawyers.

VP Quan encouraged all of Council to come to House Party taking part at Louis' after the meeting.

Councillor Trudel announced Ag Bag Drag is taking place on October 27<sup>th</sup>, and that tickets go on sale on October 5<sup>th</sup>.

VP Kapacila asked for Councillor Trudel to have the ASA's President meet with her, to have their event insured.

Councillor Roberts asked for some more information on the Executive's northern trip.

President D'Eon stated that usually the Executive have made a trip to the satellite colleges in the north, including the PA Campus. He noted that this did not happen last year and that the Academic and Governance Assistant, Sheldon Moellenbeck, is setting up a date for this trip.

VP Kapacila noted that they will be extending an invitation to the ISC President, Regan Ratt-Misponas, for this trip.

## **9. Adjournment**

**Executive Meeting  
Minutes for September 18, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:05 am.

**2. Quorum**

Quorum was present.

**3. Roundtables:**

**President D'Eon:**

Projects:

- SSC:
- Rallies announced, permits being confirmed, comms strategy being developed on Monday, research almost finished
- Co-Founder's Club:
- Project launched, waiting for Tuesday deadline to gauge interest; posters out, stakeholder groups have been reached out to.
- UCRU:
- Branding strategy proposal being put forward, request to spend from the exec projects line will be considered in the next week.
- External relations:
- Met with two leadership candidates: Tina Beaudry-Mellor and Ryan Meili. Meetings with Gord Wyant and Trent Wotherspoon being planned.

Communications:

- Raj Nayak & Amit Shukla (Innovation Enterprise)
- Sean Gilchrist
- Governance and Priorities Committee (City Hall)
- Alex MacPherson (StarPhoenix)
- Andrew Clubine (VP Education, FEDS)
- Vann Cortez (President, SPSA)
- Patti MacDougall (VPTL)
- Kevin Flynn (Chair, University Council)
- Antonio Brieva (Chair, UCRU)
- Nykole King (Sheaf)
- Haris Khan (VP External, URSU)
- Jesse White (VP P.A., SPSA)

Meetings:

- Dean's Council, presentation on tuition consultation
- Brad Trost (MP)
- Robert Ashton (President, SESS)
- Ziad Ghaith (President, GSA)
- Claire Murchison (Student)
- Tina Beaudry-Mellor (MLA)

- Ryan Meili (MLA)
- Board of Governors (Election of Vice-Chair)
- Saskatoon Medical Students' Society
- Austin Heintz (Student Councillor, USSU)
- Tony Vannelli (Provost)
- Events:
- LB5Q
- House Party

### **VP Kapacila:**

#### Meetings:

- Planning and Priorities
- Brad Trost
- Risk Management (Patti, Peter)
- Budget and Finance (Caveat Lector, Pharmacy)
- Federal government funding announcement
- Alumni Relations
- BFC (Debate, Pharmacy, Caveat Lector)
- Huskie Athletics
- Council Orientation

#### Scheduled Meetings:

- Planning and Priorities
- Meeting with Provost and Vice Provost
- Femi Yusuf (Nigerian Students Society)
- Campus Group Orientation
- Meeting with the Deans and Vice Deans
- SSC Meeting
- Appointments Committee
- Social Committee Meeting
- On Campus Insurance Database
- Campus Master Plan Workshop

#### On-going Projects:

- Campus Club Week
- On Campus Insurance Form
- Student Group Webpage
- Faith Leaders Council
- Risk Management Sessions

### **VP Quan:**

#### Ongoing projects:

- International Students' Welcome Panel - Sept. 11th, 2017 3:00-4:00
- Attendance of about 10 people - attendees were very engaged, asking questions
- Waiting on billing for the candy bar - will get this after the second panel and Deena's events are finished
- Co-curricular records
- Social media campaign has been launched
- VOTR training session, CCR was mentioned at council

- Working on AOCIP information package on how student societies can advocate for CCR in their colleges
- Last Lecture Speaker Series
- Waiting on confirmation from the Kin Students Society on who the speaker will be
- Booked Physics 165 from 12:30-2:00 for Sept. 27th - this will likely change because we still haven't secured a speaker
- Will be a sponsorship component - pizza, beverages and marketing materials

Weekly tasks:

- CFCR - episode recorded with Tiess Mackenzie on "The Life of a Music Student"
- Academic grievances - received no new grievances this week

Events and meetings:

- VOTR Training - executive introduction, CCR briefing, anti-racist workshop
- Brad Trost meeting
- International Students' Welcome Panel
- RSAW
- APC
- Student Council
- Brent Kobes - CFCR
- Ana Sylvestre - anti-racist workshop
- LB5Q and House Party

Communications:

- Carolyn Hoesler - re: teaching evaluation working group
- Kevin Flynn - re: students on University Council
- Ellmere Duquette - Indigenous students' panel sound booking
- KISS - Last Lecture Speaker series
- Senate and academic-grievance related matters

**VP Lau:**

#### **4. Business**

##### 4.1 Parking Policy

Stefanie Ewen updated the policy bc the process for lot 1 has changed. Now its park where you will, since there are not allotted spots.

Move to accept the policy changes proposed by Stefanie Ewen.

**EXECMotion009:** VP Quan/VP Kapacila

**Carried**

##### 4.2 FFMP3

VP Lau reported that there will be free menstrual products in the bathrooms as of today.

##### 4.3 SECC

VP Lau reported that SECC has a couple different events such as career meetups, that they want to use Louis' Loft for.

GM Cottrell stated that they can use the space, but they have to pay the room rental fee.

VP Kapacila noted that the SECC does give the USSU a free booth at their Career Expo.

President D'Eon asked VP Lau to gather more information and bring it back to the next meeting.

#### 4.4 Parents on Campus

VP Lau will be bringing the breastfeeding policy to the Student Affairs Committee.

#### 4.5 Funding

Caveat Lector is asking for \$700 in XL funding for their publication that is basically the LSA newsletter. They do four to six issues per year.

Move to conditionally approve the funding for the Caveat Lector, given that they provide a more detailed written record of the presentation that the Caveat Lector.

**EXECMotion010:** VP Quan/VP Kapacila

**Carried**

VP Lau opposed this.

Pharmacy and Nutrition is doing a professional development week. They will be bringing in a speaker from Toronto. The topics are about fitness work and overall wellness. They are looking for \$500 in cash funding to make the event more accessible to students.

Move to approve the funding request of \$500 to SPNSS PD funding.

**EXECMotion011:** VP Kapacila/VP Lau

**Carried**

The Debate Society is having their Defienbaker cup. There are approximately 50 debaters from Manitoba, Saskatchewan, and Alberta. They are asking for \$500 in cash funding to subsidize the lunch. They are also going to be applying for \$500 in Louis' funding. They subsidize the registration for all of the students.

Move to approve the funding request.

**EXECMotion012:** VP Quan/VP Lau

**Carried**

#### 4.6 Executive Policy for Projects

President D'Eon noted that the only change in the policy, is that anything under \$200 does not have to be brought to Council.

Move to put forward Executive Projects Funding Policy

**EXECMotion013:** President D'Eon/VP Kapacila

**Carried**

#### 4.7 Ad Hoc Rink

VP Lau requested to form a committee about the rink to alleviate some of her responsibilities.

President D'Eon suggested having VP Kapacila on it to deal with the financials

The Executive were in favour of this.

The Executive will populate this committee during the USC meeting taking place September 28th.

#### 4.8 House Party with Trailer Park Boys

The Executive vocalized their concern with some of the material, which they felt was inappropriate. Dsn Smolinski has reached out to their agent.

#### 4.9 SSC

President D'Eon stated that the rally for Saskatoon is prepared.

He is asking for \$50 for Facebook advertising from the Executive Project Funding.

Move to approve the \$50 funding request.

**EXECMotion014:** President/VP Kapacila

**Carried**

#### 4.10 Martin Gall

They are asking for the USSU to provide coffee at some of their events. This will come from Executive sponsorship. They are asking for a maximum of \$250 in funding.

#### 4.11 Take Back the Night

VP Lau requested that the Executive be at the front of the rally. The Executive will need to attend the USC Meeting, and then they will come to the rally.

### **5. Adjournment**

The meeting was adjourned at 11:05 am.

	Sept. 14		
Abbasim, Aliya	P		
Cameron, Mason	P		
D'Eon, David	P		
Dumont, Darcy	P		
Erlandson, Erika	P		
Heintz, Austin James	P		
Kapacila, Deena	P		
Kobes, Brent	P		
Koh-Steadman, Noah	P		
Lau, Crystal	P		
McMillan, Alexandria	P		
Murphy, Aidan,	P		
Nagel, Madison	P		
Phillips, Kylie	P		
Quan, Jessica	P		
Roberts, Kiefer	P		
Samson, Kirsten	P		
Sylvestre, Anastasia	P		
Trudel, Keana	P		

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda**  
**September 28, 2017**  
**Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Council Addresses**
  - 3.1. Caroline Cottrell and Stefanie Ewen – Project Proposal**
  - 3.2. SUDS Report**
- 4. Minutes and Reports for Information**
  - 4.1. USC Minutes – September 21, 2017**
  - 4.2. Executive Committee – September – September 25, 2017**
  - 4.3. Academic Affairs Committee Minutes and Report**
  - 4.4. Appointments Committee Minutes and Report**
  - 4.5. Code of Ethics Disciplinary Tribunal 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. Indigenous Student Affairs Committee Minutes and Report**
  - 4.10. International Student Affairs Committee Minutes and Report**
  - 4.11. Student Affairs Committee Minutes and Report**
  - 4.12. Sustainability Committee Minutes and Report**
  - 4.13. Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
  - 5.1. Funding for UCRU**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

## **Student Union Development Summit 2017 Report**

*SUDS 2017 took place on the University of British Columbia campus, which is situated on the unceded territory of the Coast Salish peoples.*

### Table of Contents

1. Preface
2. Recommendations & Recognition
3. Reports from Workshops

#### 1. Preface

From August 17th to 20th, the USSU executive - President David D'Eon, Vice-President Operations and Finance Deena Kapacila, Vice-President Academic Affairs Jessica Quan, and Vice-President Student Affairs Crystal Lau - attended the Student Union Development Summit (SUDS) at the University of British Columbia Campus. The topics covered both in the workshops and informal conversations were extensive, and will be summarized to the best of our abilities in this report.

Our intention is to provide suggestions on how to continue to innovate the ways in which the USSU delivers its services. We emphasize that the ideas put forward should be discussed with constituents where possible to ensure that any changes are in the best interest of the student body as a whole.

#### 2. Recommendations & Recognition

1. *That the USSU in collaboration with the permanent staff of the Union explores means of increasing student employment through the union.*

In our discussions with various students' unions, we came to recognize that the USSU has a relatively low rate of student employment within the administrative body. Ideally, professional employment through the union could provide professional development and experiential learning opportunities, while increasing the work capacity and versatility of the union.

Upon conversation with the permanent staff of the USSU, we found an eagerness and intent to find means of employing more students. We fully support their efforts on this, and agree that all changes to employment structures should be done in full collaboration with the USSU's permanent staff complement. This initiative in particular should be more seriously considered as the University's student body expands to ensure that the quality of services the USSU offers is not diminished.

2. *That the requirement for Executive members to enroll in classes be lifted.*

There is a historical trend of stress-induced mental health concerns within the USSU Executive. This is an experience shared by many students' union executives, and each union has strategies for ensuring the mental well-being of their executives. We believe this change - while still giving the option to pursue academics in a part-time capacity - will allow future executives more control over their schedules, and better equip them to handle the day-to-day stresses of their work, and focus on serving the student body.

In conversation with the registrar's office, the option exists for executives to be coded as though they were involved in a co-op program, thus holding their place in their program, and further ensuring that they remain members of the Union throughout their term. This ensures that any executive not taking classes would remain a member of the Union, and their status would be consistent with the requirements outlined in the USSU Bylaws.

3. *That the USSU implement annual surveying of its constituents.*

Currently, the USSU has no regular survey requirement. The lack of available data on student concerns, coupled with a lack of metrics for the Union to evaluate its own performance, is a disadvantage. Annual surveying could help track and inform the direction of the USSU. Surveying should be value-tested. It is recommended that surveying be delegated to the External Affairs Committee, and that a policy is in place to ensure consistent methodology and practices.

4. *That the USSU Executive work on a public office hours schedule.*

Common practice amongst many Students' Unions is to publicly advertise office hours, and even to take office hours into public spaces, such as libraries, cafes, etc. The USSU should explore a similar approach to facilitate more direct communication with constituents.

5. *That the USSU explore the following action items in order to better address campus sexual assault:*

- a. Presentations and discussions surrounding consent during campus and volunteer orientation;
- b. Implementing a confidential, third-party reporting system that would report to the police on the survivor's behalf;
- c. Creation of resources for people who have been disclosed to as a part of existing programs supporting survivors;
- d. Ensuring proper access and information about rape kits on campus;

- e. Ensuring education about consent and resources for International students; and
  - f. Providing a safe space at major events involving alcohol for anyone who feels unsafe or who may have been drugged.
6. *That the USSU implements a mandatory attendance guideline for all campus clubs to ensure quorum and better participation in Annual General Meetings:*

Issues of quorum in Annual General Meetings is a common concern for Canadian students' unions. One of the more creative and realistic solutions would be to implement mandatory attendance for student groups. One issue that should be discussed before implementation is how to properly enforce this requirement.

7. *That the USSU Executives be empowered to seek sponsorship from businesses and other organizations.*

The common concerns that arise on this topic is possible conflicts of interest and miscommunications. Therefore, if this initiative is to be explored, we recommend that a thorough evaluation of benefits and drawbacks occur, and that a policy be implemented which could mitigate possible concerns. Further, in order to stay in line with our commitment to sustainability, preference towards local businesses would be necessary. The benefit would be a much greater capacity to seek sponsorships, which would save money and enhance the success of events and campaigns.

### 3. Reports from Workshops

The workshops offered generally fell into one of two categories: governance advice and personal development. While workshops focused on governance - alongside conversations with other unions - provided more material for recommended courses of action, we have included notes on all workshops, for the sake of accountability and transparency.

Saturday, August 19

#### **1. Campus Sexual Violence: Responding to Disclosures**

Definitions of sexual violence:

- *Sexual violence*: continuum of violence, physical or psychological, carried out through sexual means or by targeting sexuality.
- *Sexual assault*: unwanted sexual contact that occurs without consent.

Perpetrators of sexual assault:

- Non-stranger perpetrators
- Most are repeat offenders, average of six assaults in their 20s
- 95% of perpetrators are male
- Deliberately target vulnerable individuals

- Extensively plan assaults
  - Use of alcohol or other drugs to increase vulnerability, minimal force to avoid detection

On-campus statistics:

- 25% female students, 6% male students, 25% transgender students are sexually assaulted while in school
- More than half involves drugs and alcohol
- 60-70% of on-campus incidents occur on residence
- Most occur in first 8 weeks of class

Disclosing sexual experiences:

- Disclosing is different than reporting - telling a friend, peer, or medical professional is disclosure, not reporting
- Natural reaction is to freeze, which makes questions of “why didn’t you fight back?” very problematic
- Brain often releases chemicals which shut down pain and memory reserves during traumatic events
- Empathy with the difficulty of opening up and repeating such incidents is necessary

Reporting:

- Making an official or formal complaint to authorities, usually initiating an investigative process

Barriers to disclosure:

- Shame
- Conflicted about getting the perpetrator in trouble
- Unsure that they will be believed
- Disclosing can be retraumatizing
- Inadequate system responses
- Culture of sexualized violence
- Previous victimizations
- *Survivors often disclose to informal sources*

Responding to disclosure:

- Recognize the impacts of trauma
- Avoid re-traumatizing the survivor
- Don’t minimize the experience
- Listen, believe, empower
- Recognize the stress of having someone disclose to you, and be aware of your own boundaries and mental health
- 

Suggestions for how to address sexual assault on campus:

1. Third-party reporting mechanisms in place at UBC
2. Provide education on rape kits (where to find them, the process, etc.)
3. Secret box for people to leave notes

4. Provide a space in Louis for people that don't feel safe, or are too inebriated. They can stay in that area, and volunteers will provide first aid or safewalk services for those students.
5. Incorporate content on consent during welcome week activities (consent tea video, empathy v. sympathy, etc.)
6. Diversify services to people of various experiences and backgrounds, for example, international students.

## 2. Creating Accessible Education: Open Educational Resources (OER)

### Facts & Figures:

- Since 1977, textbook costs have increased by 1000%
- 54% of students don't purchase the required text; 30% earn a poorer grade; 27% take fewer courses; 26% don't register for a specific course; 17% drop a course

Given that open textbooks benefit students in academic success and financial cost, how can we push for more open educational resources?

- Appeal to professors: Do students really need this textbook? Can an older version be used?
- Promote cheaper education resources:
  - Youtube links to helpful videos
  - BC art galleries openly license their works so there's no royalties to drive up art history textbook prices
  - Gutenberg.org offers educational resources
- Bookstores make very little profit from textbook sales:
  - Only 3.7% of profit is returned to book stores
  - Often, more money is made off of merchandising
  - Required to "sell back" copies to publishers
- Textbooks are a declining business:
  - Pearson has lost 30% of its stock value
  - Early tests show that commercial textbook users do worse because they wait to see how they often try the first time around without having to buy the textbook
    - Lower drop rates and higher course performance rates
    - Stronger learning outcomes per dollar
- Other benefits to OER:
  - Sustainability: reduces paper waste
  - Increases access of education, makes recruitment easier
  - Adaptability: customizing to needs of instructor
  - Opportunity for experiential learning: updating wiki pages and collaborative work on textbooks
    - *It's not only about knowledge, it's about access to knowledge creation*

- Reformatting for students registered through DSS is not locked by data rights management

*Advocacy - Eight Tangible Things to Work On:*

1. Raise awareness about textbook unaffordability and availability of OER/open textbooks
  - a. They need to hear from students - campaigns at the start of the semester, whiteboards, OER week, student newspaper
  - b. Don't go to faculty to shame them - it has to be inviting and aspirational so academic freedom doesn't feel threatened
2. Collect data about student textbook behaviours
  - a. How much are students spending? How many aren't buying textbooks? What are the impacts of teaching and learning?
3. Advocate to faculty directly
  - a. Talk about the problem, share local data, share options available
  - b. Commercial publishers often have conversations such as offering money and support - they have marketing reps
4. Lobby to integrate OER into existing services (library catalogues, guides)
  - a. Provide guides (that already exist) that can be imported and customizable - align to the learning charter or mission and values statement, or look for language that supports accessibility
5. Lobby for resources to support training, an open textbook review program, OER grant programs, institutional policy
  - a. Small honorariums or grants for professors - awareness usually turns into adoption
  - b. Hiring students for textbook adoption
  - c. Making a policy where the default is that any U of S publications are made open because the uni is a public institution
  - d. Tenure policy - the creation of OER materials by instructors are recognized and contribute to instructors' tenure tracks at UBC
6. Identify, support, and recognize early adopters
  - a. Awards to celebrate and recognize adopters
7. Pass a resolution supporting the adoption of OER
  - a. Endorsing OER, where possible and suitable
8. Lobby to create a campus OER working group
  - a. This is the body that gives out the grants to build the culture

### **3. How to Effectively Survey Your Students**

How can students' unions use surveys to improve the student experience?

- Measuring demographics
- Tracking changes over time
- Measuring involvement with and satisfaction with different services

Tips for effective surveying:

- Field dates: 2-3 weeks in March/April

- Don't put all eggs in one basket for incentive prizes
  - 10 \$200 prizes instead of 1 \$2,000 prize
- Match data to University data collection
  - Owning data gives great leverage against admin resistance
- Make college-specific questions available to constituent groups

Benefits of hiring a third-party company:

- Consistency in methodology
- More comfort with disclosing sensitive information
- Streamlined and actionable data reports

#### **4. Digital Marketing and Promotions**

Viewership is based on several metrics (despite how many people like the page), the main one is initial engagement. As content engages (likes, comments) drives it up through the person who liked it

- 90-10 call to action ratio

Contests: tier 1 - one step to enter, tier 2 - take a photo, upload with a hashtag, tier 3 - take a photo, upload, use a hashtag

- Every step loses people in engagement
- Companies will limit the organic reach so that you pay for advertising / boosting

#### **5. Strategic Planning: How to Focus Your Team and Get More Done**

What is a strategic plan?

- Roadmap for achieving goals
- 3-4 year direction for an organization
- How to focus resources
- A dynamic process

A strategic plan is not:

- A budget or business plan
- A document in a folder
- Successful without a discipline of execution

Strategic plans ideally help build comparative advantage, increase communications for staff, prioritizes financial need, and provides focus and direction to move from plan to action.

How to build a strategic plan (7 step process):

1. Situation analysis:
  - a. Market scan - political economic, social, technological, and environmental factors
  - b. Internal analysis - Strengths/core competencies and weaknesses
  - c. External analysis - opportunities and threats
2. Mission, vision, values statements
  - a. Mission - What we do, for whom, where
  - b. Vision - Possible future

- c. Values - What we stand for, how we act
- 3. Goals:
  - a. Goals - Must be specific, measurable, attainable, realistic, timetabled
  - b. Strategy - How we will get there
  - c. Action plan - what we will do, who will do it, by when
- 4. Implementation:
  - a. Create an operating plan and budget link to plan
  - b. Focused project management approach to drive new initiatives
  - c. Ensure management and employees have personal performance plans with KPIs that link to goals
  - d. Link pay increases and bonuses to goals
  - e. Communicate the plan with conviction
- 5. Measurement and adjustment
  - a. Follow up - quarterly review process, annual planning process
  - b. Communicate!

## **6. Transitioning Well: Strategies for Successful Transition**

The workshop was mostly activities and exercises, however, the following points could be extracted from it:

1. Establish the new Executive within your networks
2. Establish what can and cannot be changed in their roles to avoid unnecessary stresses
3. Prepare a transition document template to be filled out every year
4. Plan a closure activity for the outgoing executive: professional and emotional reflections

## **7. Campus Sustainability and the UNSDGs**

### **8. Clubs and Organizational Management 101**

Roles as Administrator:

- Problem solver for a system of clubs and organizations, dealing with disputes between clubs.
- Conflict resolution master, dealing with interpersonal disputes between people from clubs and organizations
- Leader, not only in the capacity of a student executive, you are the leader of a system of clubs, you determine what is or is not acceptable
- Cheerleader, you are a cheerleader for your groups, make yourself available to clubs and go to the events
- Glorified email answerer, no email is a stupid email....

Three major stakeholders in our capacity:

- Administrators
- Students
- Club Leaders

Look at students and club leaders as different things, you try to get students involved, you try to make things easier for club leaders.

Administrators Struggles:

- Communication, two sides of communications, through other admins and through student leaders and club leaders.
- Effectiveness, how are you going to actually accomplish everything you need to?

Communication:

- Reach + member engagement
- Overlap with the union + clubs
- Balancing the union and club autonomy

Addressing those gaps:

- Regular emails to staff and student leaders
- Available, accurate static information
- Re-evaluate the necessity of some communication channels
- Consider using a single email address
- Regular feedback sessions
- Mandatory annual orientation/training
- Make sure to update policies and club handbooks
- Evaluate and decide which way to communicate is most effective, don't use too many
- Get a club email address just for club issues
- Have both mandatory annual training as well as two sessions for feedback on how the union is doing overall in providing services to students
- Create a timeline for the year and a checklist for clubs for the year

How to become more effective:

- Purge your policies and documents of bureaucracy
- Ask senior staff for help
- Analyze your own staff
- Ask what you spend most of your time on (this is most likely emails, make sure your communication is good so that you can spend less time individually explaining things to clubs that inquire)

Club leadership problems they may face:

- Outreach, getting more members, we want students to be more actively engaged
- Transitions, create a system or checklist for a basic transition for club leaders
- Partnership building

Promoting club outreach:

- Have an online platform

- Have a static and active showcases (active showcasing is having clubs come into a common area and do whatever their club does, example: latin dancers in the caf)
- Ask university for help (helps with mental health on campus, also have a page on the university website)
- Purchase rentable resources
- Run a tight ship (Make sure that in your role, you and everyone else knows what is going on)

Make your transitions smooth like butter:

- Make clubs have strict election guidelines/timeline
- Create a template transition document
- Annual orientation/training
- Create a template that details what the different positions do in a club

Building Partnerships:

- Create exclusive deals with vendors for clubs
- Provide clubs with template agreements they can use for approaching other vendors
- Sponsorship coordinators, help clubs understand and get sponsorship for big clubs and big club events, you can do this by taking commission if necessary to pay a staff member.
- Assist where necessary, make it clear that you are there to help them in any capacity they may need.

Students:

- Online platform letting folks know when club weeks are and all the club events that are going on and which clubs are putting them on.
- Start early, if you have the ability to tell the new students all the clubs and organizations on campus and how to get involved
- Create goals for the numbers of students involved, and try to find a metric to measure the number of students who have been involved over the year
- Create a snapchat specifically for campus clubs and organizations, and promote it

Making things comfortable and safe for students:

- Strict equity policy and training for clubs and organizations
- Fair elections
- Training staff about disclosure and sexual assault for club members

Realizations the presenter had: Pillars of success

- You need to be reliable, clubs will access you and your resources if they trust you
- Accessibility, post office hours, Have a board that has my office hours on it for the various days, so students know when they can reach me, post it online as well.
- Listen to student leaders and take their feedback
- Don't punish clubs, your role is to support students no matter what

- Nothing will make you immune to trolls
- Advocacy, you are also an advocate for those student clubs, you need to get the university to give space and time to clubs, address that with room scheduling
- Change is okay, only change things if they need to be fixed, do things because they are well researched, have data to back you up.

## **9. Initiating and Implementing New Services**

The presentation was on entrepreneurship, and we were unable to pull any useful information from it.

Sunday, August 20

## **1. Mediation Between Groups and Constituencies**

What is our role as administrators?

- Problem solver for a system of clubs and organizations
- Conflict resolution master, dealing with interpersonal disputes between people from clubs and organizations
- Leader, not only in the capacity of a student executive, but also in determining what is or is not acceptable
- Cheerleader for groups, making yourself available to clubs and going to their events
- Glorified email answerer, no email is a stupid email

Three major stakeholders:

- Administrators
- Students
- Club leaders

Important to distinguish between students and club leaders: our role is to involve students and make things easier for club leaders

Administrator struggles:

- Communication, both through other admins and through student and club leaders: are you communicating with enough/the right people?
- Effectiveness: how are you going to accomplish everything you need to do?

Addressing these gaps:

1. Send regular emails to staff and student leaders
2. Prepare accurate and static information, and make it accessible
3. Re-evaluate the necessity of some communication channels
4. Consider using a single email address
5. Regular feedback sessions
6. Regularly update policies and club handbooks
7. Evaluate and decide which means of communication is the most effective, don't use too many

8. Get a club email address just for club issues
9. Have both mandatory annual training as well as two sessions for feedback on how the union is doing overall in providing services to students
10. Create an annual timeline and checklist for clubs

How to become more effective:

1. Purge policies and documents of bureaucracy
2. Ask senior staff for help
3. Analyze your own staff
4. Ask what you spend most of your time on (this is most likely emails, make sure your communication is good so that you can spend less time individually explaining things to clubs that inquire)

Common club leadership problems:

- Outreach, getting more members, engaging students
- Transitions
  - Create a system or checklist for a basic transition for club leaders
- Partnership building

Promoting club outreach:

1. Have an online platform
2. Have a static and active showcase
  - a. Active showcasing: providing public space for clubs to do whatever they do (e.g. latin dancers in the cafeteria)
3. Ask university for help
  - a. Page on university website
4. Purchase rentable resources
5. Run a tight ship
  - a. Communicate with people what your role is, and what is going on in your portfolio

Improving transition:

1. Make clubs have strict election guidelines/timelines
2. Create a template transition document
3. Annual orientation/training

Building partnership:

1. Create exclusive deals with vendors for clubs
2. Provide clubs with template agreements they can use for approaching other vendors
3. Sponsorship coordinators, help clubs understand and get sponsorship for big clubs and big club events
  - a. Take commissions if necessary to pay for staff member
4. Assist where needed, make it clear that you are there to help them in any capacity they may need

Other tips:

1. Provide an online platform for club weeks and events

2. Start early: communicate opportunities to get involved on campus
3. Create goals and metrics for student groups to use (e.g. number of students involved, event attendance, etc.)
4. Create a snapchat specifically for campus clubs and organizations, and promote it
5. Enforce a strict equity policy
6. Fair elections
7. Train staff about disclosure and sexual assault for club members

Conclusion: the pillars of success:

1. Reliability and trust-building
2. Accessibility: post office hours publicly for people to ask questions about campus clubs
3. Listen to student leaders and take feedback
4. Don't punish clubs, but instead find ways to support them
5. Nothing will make you immune to trolls
6. Take on the role of advocate for clubs; get the university to give space and time to clubs
7. Change is okay, but ensure decisions are well researched, backed up with data, and thoughtfully implemented

## **2. Strategic Planning and Your Student Union**

This workshop was a repeat of the one given the previous day. No original information was received.

## **3. Inclusive Leadership and an Intercultural Campus**

Diversity and inclusion aren't the objective - they're the means to achieving strategic goals, lofty aspirations, and competitive excellence. When people from different cultures meet, these are different streams that result in turbulence which creates difficulty in understanding differences. How can we let our differences make a difference? Start with yourself - inclusive leadership is a new cultural concept.

Inclusion is achieved when people feel that:

- They are being treated fairly
- Their uniqueness is valued and appreciated while still having a sense of belonging (cultural knowledge and openness of differences)
- They have a voice in decisions

Benefits of including people:

- Diversity is a key driver of innovation
- Increases feeling of community and feelings of collective belonging
- Ensures we remain relevant in changing dynamics

Leaders should be compassionate, empathetic, open-minded, and consultative

Skills and strategies to increase inclusiveness:

1. Courage - Inclusive leaders are able to challenge everything, as well as know their weaknesses
2. Cognizance of bias - awareness of personal and organizational blind spots
3. Curiosity - open mindset
4. Intercultural fluency - adaptive communication
5. Collaboration - There is no other way around not being willing to collaborate and empower those around you
6. Understand impact v. intent - measure the outcomes as compared to the intention
7. Tolerate ambiguity
8. Use language that is inclusive in nature - for example, open-ended questions (“What makes you think so?” or “Why do you think this is the reason?”)
9. Find means of encouraging outreach from minority groups, or allow them to reach out for themselves

What causes the gap?

- Non-inclusive language and behaviour
- Unintentional micro-aggressions
- Unconscious bias
- Lacking intercultural skills
- Lacking capacity for “high-risk” conversations

#### **4. Intra-Team Dynamics Analysis and Discussion**

Every executive goes through stages as they work together:

1. Forming
  - a. Getting buy-in
  - b. Creating shared purpose
2. Storming
  - a. Dealing with conflict and competition
  - b. Balancing personalities
  - c. Managing questions/challenges
3. Norming
  - a. Fostering mutual respect
  - b. Facilitating open communication
  - c. Resolving disputes easily
  - d. Letting individuals take initiative
4. Performing
  - a. Supporting individuals to work with strength
5. Adjourning
  - a. Closure of the year

Outlining and planning for this process can be a major help to cohesion in teams

- Talking openly about challenges, conflicts, and accomplishments

- Creating effective means of resolving disputes
- Allowing space for individual personalities
- Holding each other accountable effectively and respectfully
- Holding a closure conversation at the end of the year, for personal benefit, and for the next year's executive

## 5. Sponsorship Acquisition and Strategic Partnerships

General sponsorship advice:

1. Get a face-to-face interaction with the company or sponsor first
2. Larger companies generally need a sponsorship benefit analysis with a range of options
3. Make up a sponsorship package with tiers: gold, silver, bronze, etc.
4. Tailor sponsorship to the event
5. List the benefits for both sides in both call and email
6. Keep a spreadsheet of all companies that have been contacted, and the progress you've had or what stage the sponsorship request is at
7. Focus on international students and what they need coming over during Welcome Week
8. Contact everyone!!
9. Increase communication of sponsorship opportunities:
  - a. Separate mailing list that students can opt into
  - b. Coupon book that is separate from the handbook
  - c. Newsletters with coupons on them

*Potential action item: Review our sponsorship procedure, opening up opportunities for execs to seek sponsorship*

## 6. Corporate Governance: Understanding Responsibilities

*Note: Some of the information here does not apply because of differences in provincial laws.*

Understanding technicalities:

- Every students' union is a not-for-profit, and is governed by provincial and federal laws
- Differentiating the roles of officers and directors
  - Directors have to be voted in by entire constituencies
  - Board of Directors have authority to make legal and fiduciary decisions
  - Officers make political and non-essential decisions
  - Both are bound by fiduciary duty (to act in the best interest of the corporation, and to keep in-camera discussions confidential)
- Risk management: do your job, including seeking advice from experts
- Delegation and accountability for decision-making

Some tips for better governance:

- Define conflict of interest clearly

- Switch auditors regularly (?)
- Provide quarterly reports
- Craft a Code of Conduct for confidentiality
- Be transparent with your directors and officers, and ensure that they understand their responsibilities well enough to make informed decisions—it isn't just about having the facts.
- Delegate decision-making to committees wherever possible, although be aware that some powers can't be delegated.

## **7. Mental Health Initiatives: Fostering Support**

Working definitions:

- Mental health: a state of well-being where people can realize their own potential to cope with the normal stresses of life, work productively and fruitfully, and make a contribution to the community
- Self-care: strategies and activities to maintain mental health, improve mood, ability to problem solve and increase mental wellbeing
- Burnout/compassion fatigue: state of biological, psychological, and/or social exhaustion and dysfunction as a result of prolonged exposure to compassion stress

Signs of (dis)stress:

- Looking sad, anxious, dejected
- Speaking slowly in monotone
- Looking unkempt, poor hygiene
- Slowed thinking and body movements
- Decreased energy, looking tired
- Weight gain or loss
- More rapid speech or increased energy

Student stressors:

- Relationship / family problems
- Social stress
- Academic stress
- Financial stress

Being proactive about mental health (a toolkit):

- Know your resources: what it is, who it's for, what is offered
  - Student groups, university and local resources
  - Online, telephone, or drop-in supports
  - Students or staff with diagnosed illnesses or specific experience
  - Individual / group based, professional, peer support, referrals to additional resources, workshops, etc.
- Tailor supports to needs and readiness
  - Reflect: who are they, what are their needs, what have they done before?
  - Risk: what level of support do they need?

- Readiness: what can you do to scaffold?
- Practice active listening and empathy
  - Avoid unsolicited advice (“You should do this”; “If you just”; “Well I just did”; etc.)
  - Instead, ask if they want suggestions (“Have you considered...”)
  - Suggest multiple resources
  - Bring up something that has helped you in the past while acknowledging your experiences are different
  - Save it for a time when they might be ready
  - You can offer advice but the decision is theirs

## **8. The Original Social Enterprise: An Analysis and Discussion of Current Trends in Student Union Businesses**

Most unions have businesses of the following types:

- Bar
- Gear shop
- Print shop
- Marketing
- Cafes
- Retail (leasing out space)

Suggestions for these businesses:

- Bars:
  1. Training and best practices
  2. Collaborating with programming that the USSU is doing
  3. After Parties for games
  4. Clubs are given a discount on everything if they come for their meetings
  5. Make a template night that clubs can run every week
  6. Incentives student clubs to come in by donating money to their clubs
  7. Give dollars off to the specific colleges that come in the most (e.g. \$2 off for engineering)
- Coffee shops:
  1. Bubble tea
  2. Sustainability services (refill to win)
  3. Specialized services to efficiently manage engagement (e.g. Grab and Go’s)
  4. Branding (‘Daily Grind’, ‘A Fair Ground’, etc.)
  5. Try to have better hours than Tim Horton’s
  6. Advertising that other coffee shop cups are non recyclable
  7. Leaf certification
  8. Branded concepts, making sure staff understands the brand, and can sell the brand with each cup of coffee

9. Allow engagement with different product selections
- Retail:
    1. Leaseholders: marketing that they contribute to student success
    2. Be selective about the leases, make it a destination
    3. Track the success of leaseholders
    4. Create a consignment book nook for textbooks

Considerations for student union-run businesses:

- Advertise that these businesses are a social enterprise: money goes back to the community, and contributes to student success
- Show students that they own the space
- Post on social media with students and allow students to engage and be a part of the process of marketing. Increase the sense of ownership
- Faculty Fridays: free refills for faculty
- Have free refill days for certain colleges that vary

Other topics:

- Food insecurity:
  - Establish a food bank (food centre)
    - Usage is going up significantly
  - Free breakfast once a month (held in the peer support centre)
- Student employment:
  - Hire exclusively students, pay student staff a dollar above minimum wage

University Students' Council  
Minutes for Thursday, September 21, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kirsten Samson, Arts and Science  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Anastasia Sylvestre, Indigenous Students  
Keana Trudel, Agriculture and Bioresources  
Aliya Abbasi, Nursing  
Alexandria McMillan, Pharmacy and Nutrition  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Darcy Dumont, Law  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Madison Nagel, Education

**Absent**

Crystal Lau, VP Student Affairs

**Guest List**

Eliza Mae Acode  
Jessica Klassen-Wright  
Nykole King  
Emma Thomson  
Britney Senger  
Abdullah Olewi  
Deng Deng

*\*The minutes for the meeting are a reconstruction of what happened, due to the recording for the meeting being lost.*

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Move to accept the agenda.

**USCMotion011:** President D'Eon/VP Quan

**Carried**

## **2. Introductions**

President D'Eon introduced members from the Sheaf and from WUSC.

## **3. WUSC Presentation- Brittney Senger**

Brittney Senger, Nykole King, and Abdullah Olewi were in attendance from WUSC. The provided USC with a brief presentation on the history of WUSC and the importance of the work of local committees to bring in refugee students. Abdullah, who arrived in Canada from Syria via Lebanon, and started at the U of S this year, spoke passionately about how important this opportunity has been to him and how he plans to make life better for others as his career unfolds.

The team introduced a brief piece of information about the budget and how close to the bone it was given, and the local committee then asked for USC to support in principle a fee increase of \$1.00 per student per term. This will allow a small increase in the monthly stipend, the purchase of slightly better technology, and a move to better housing.

President D'Eon thanked everyone for the presentation.

A councillor asked about tying the increase to CPI?

GM Cottrell noted that this has been recommended in the past but that USC's motion is only in support of the fee increase and that a specific request for an increase has to go to the Board of Governors each year.

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

**4.1 USC Minutes- September 14, 2017**

**4.2 Executive Committee- September 18, 2017**

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

Councillor Samson noted that under 3.2 of USC Minutes, President D'Eon had been corrected by VP Quan. Should read open textbooks, note open courseware.

Move to adopt the minutes.

**USCMotion012:** President D'Eon/VP Quan

**Carried**

## **6. Business**

### **6.1 Committee Nominations**

#### **6.1.1 Academic Affairs Committee**

VP Quan explained the purpose of the Academic Affairs Committee, which can be found in the Bylaw.

Move to open nominations for two Councillors to the Academic Affairs Committee.

**USCMotion013:** VP Quan/President D'Eon

**Carried**

The Councillors elected to the Academic Affairs Committee are Mason Cameron and Kiefer Roberts.

Move to close nominations for the Academic Affairs Committee.

**USCMotion014:** VP Quan/President Deon

**Carried**

#### **6.1.2 Student Affairs Committee**

Move to open nominations for two Concillors to the Student Affairs Committee.

**USCMotion015:** President D'Eon/VP Kapacila

**Carried**

The Councillors elected to the Student Affairs Committee are Councillor Samson and Councillor Erlandson.

Move to close nominations fo the Student Affairs Committee.

**USCMotion016:** VP Kapacila/President D'Eon

**Carried**

#### **6.1.3 Budget & Finance Committee**

VP Kapacila explained the purpose of the Budget & Finance Committee, which can be found in the Bylaw.

Move to open nominations for two Councillors to the Budget & Finance Committee.

**USCMotion017:** VP Kapacila/VP Quan

**Carried**

There was an election. The nominees were Councillor Heintz, Councillor Kobes, Councillor Phillips, Councillor Murphy, and Councillor Koh-Steadman.

The Councillors elected are Councillor Heintz, Councillor Kobes, and Councillor Phillips.

Move to close nominations.

**USCMotion018:** VP Kapacila/VP Quan **Carried**

#### 6.1.4 External Affairs

President D'Eon explained the purpose of the External Affairs Committee, which can be found in the Bylaw.

Move to open nominations for two Councillors to the External Affairs Committee.

**USCMotion019:** VP Quan/President D'Eon **Carried**

The Councillors elected to the External Affairs Committee are Councillor Samson and Councillor Murphy.

Move to close nominations.

**USCMotion020:** VP Quan/President D'Eon **Carried**

#### 6.1.5 Sustainability Committee

Move to open nominations for two Councillors to the Sustainability Committee

**USCMotion021:** VP Quan/President D'Eon **Carried**

The Councillors elected to the Sustainability Committee Committee are Councillor Trudel and Councillor Koh-Steadman.

Move to close nominations.

**USCMotion022:** VP Quan/President D'Eon **Carried**

### 6.2 Motion to support WUSC

Move to support in principle a \$1 per term increase in the levy for WUSC to support refugee students.

**USCMotion022:** President D'Eon/VP Kapacila **Carried**

### 7. Any Other Business

### 8. Questions, Comments, and Announcements

Move to permit destruction of all ballots of all elections from USC 2017-2018.

**USCMotion023:** VP Kapacila/VP Quan

**Carried**

Councilor Dumont announced that the First Year Rep has been elected to the LSA. He also asked if the Executive had heard from Campus Legal Services?

VP Quan said she has been working with them and that there will be an Orientation for all volunteers on October 5<sup>th</sup>.

Councillor Murphy announced the election of the new VP Academic in the ASSU, Mackenzie Paradzik.

Councillor Abbasi announced that the SNSS would be making lasagna at Ronald McDonald house in support of sick kids.

VP Kapacila informed council that nay person interested in bystander intervention training should email Peter Hedley at [peter.hedley@usask.ca](mailto:peter.hedley@usask.ca).

Member Deng asked for clarification on bystander intervention training.

VP Kapacila explained that bystander intervention training is meant to train faculty and student on what do in case they ever witness someone being harassed, sexually assaulted or disclosed to, and how to recognize signs of abuse.

President D'Eon announced that earlier that day, the provincial government had reinstated \$20 million in funding to the College of Medicine,

## **9. Adjournment**

**Executive Meeting**  
**Minutes for September 25, 2017**

**Present:** President D'Eon, VP Quan, VP Lau, GM Cottrell

**Absent:** VP Kapacila

The meeting was called to order at 10:02 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila:**

**VP Quan:**

On-going projects:

- Indigenous students' welcome panel
  - 20 attendees - incredibly successful, positive feedback!
- Campus legal services
  - Will be at the CLS volunteer orientation early October, meeting with University Secretary Beth Bilson and CLS coordinator Keir Vallance before then

Weekly tasks:

- CFCR: recorded an episode on Sexual Assault Awareness Week and with Gabriel Simons for his monthly segment
- Academic grievances: attended 2 academic hearings this week, received 1 new grievance

Meetings and events:

- Kevin Flynn - University Council Chair
- Arts and Science pancake breakfast
- Arts and Science Dean's Council meet and greet
- Briefing meeting for welcome panelists
- Appointments Committee meeting
- Campus Career Expo
- Planning Advisory Group - University Strategic Plan
- Take Back the Night
- Co-curricular Records briefing - Sheldon, Kenny and Mark
- Co-curricular Records meeting - Jessica Klaassen-Wright
- Patti McDougall and Tony meeting
- Grievance-related meetings
- Two academic hearings

Communications:

- Beth Bilson - University Secretary
- Seghal and Braedon - Kin Students' Society for Last Lecture Speaker Series
- Indigenous student panelists
- Grievance-related, senate, and university council-related matters
- The Undergraduate Project Symposium Planning Committee

**VP Lau:**

Week 21 :

Projects:

Sustainability Week

- booked tunnel for booth
- comm request for Clothing Swap

Rink in the bowl

- Working on proposal
- Met with Wade Epp & Gif
  - Gif has agreed to provide hoses, storage, putting up signages, benches, and possible guidance 7 help to build the rink
  - Wade will reach out to Merv (Risk) & Paul (PAC) for this project
- has estimated size of rink (50X108 / 60X100), will compare price by next week
- working on the list of sponsors, JV helping with Sponsor letter
- Met with Cristina @ HR
- set up meetings with Alumni Relations, VPTL, ISSAC in the near future

FMP3

- launched on Monday
- walkthrough on Thu
- confirmed numbers with UMmarking
- delivered products for Vet Med

Sexual Assault Awareness Week

- Take Back the night Banner & March
- Sheaf Interview prep w/ JV
- Sheaf interview with Sophia

Student Leadership Retreat

(Update -> Deena!)

- Sept30th
- Including
  1. Indigenous student community gathering (ITEP, IGSC, ISC, SUNTEP)
  2. Global Connections (International student groups)
  3. Student Staff/mentors (residence, peer mentors..)

-Dr. Erine Walker is opening, and President Peter Stoicheff is doing the Intro speech

Dr. Erine Walker will be leading a walk at lunch time

-Deena would be presenting Risk management/Insurance as other sessions are happening

#### Global Village

-March 15th, 2018 @ Loft & Louis (House party style)

-Confirmed that we won't have alcohol that WHOLE night

-booking D2D DJ for that night?

-Special food will be served by the students at the Loft, and Canadian food (Pizza, poutine bar e.t.c) will be served at Louis in the gaming corner.

#### International Education week/ #WeareInternational

1. International Fashion Show

2. -Nov 27th, 2017 @ Louis

3. -No food/drinks have been mentioned at this event yet

4. -We want to ask if local clothing companies are allowed to be brought in, ISSAC wants to get sponsorships

1. International Info Fair

2. Nov 28th, 2017 @ Loft (after 4pm)

1. #WeAreInternational will be a project with the Inter. Stud. Affairs Committee, it will be outreach to students regarding on internationalization of campus

#### STI testing Record breaking day

-Nov 2nd

-booked tables for lower place & Main floor place

-Comm request for posters, handbills, FB Cover photo, sheaf Backpage

-book for a CFCR

-sent updates to team

#### Meetings:

-booked three meetings next Tuesday with different ISSAC people regarding different ISSAC events

-STI testing meeting

-Reference/Meet up with Kasey

-Meeting with David @ ESB

-Meeting with Patti & Tony

#### Communications:

-booked a meeting with Debra @ Alumni Relations for a meeting about Rink

-booked a meeting with Patti regarding on the Rink

#### Others:

-2 parking spots granted

-bike pump from the office of sustainability for info centre

-I will be away next Wednesday until Oct !

#### **4. Business**

##### 4.1 Rink

VP Lau presented two options.

The first one would cost around \$7000 and would include lumber.

The second option is called EZ Ice. This would cost around \$8000, and we would be able to use it annually. We could set it up ourselves. This option would allow us to expand the rink if we wanted to.

President D'Eon asked about fundraising?

VP Lau responded that she has a list of people she is reaching out to to get sponsorship.

GM Cottrell noted that we should avoid sponsorship from Welcome Week sponsors.

##### 4.2 REconciliation Forum

The ASC has reached out to the Executive as they want to have a Reconciliation Forum on campus.

The Executive will be going to the Reconciliation forum in Winnipeg.

The Executive all expressed interest in having a forum on Campus.

President D'Eon will set up a meeting with the ASC.

VP Quan stated she liked the idea of having a photo campaign where people can write what reconciliation means to them.

##### 4.3 Surveys

Jason Ventnor stated that the Executive needs to sit down and figure out what questions they think are important so they can get the survey out, and figure out what information they want to collect.

President D'Eon stated he wanted the survey to go out in March.

GM Cottrell stated that this was too late and that it should happen before Term 2 Reading Week.

President D'Eon asked how long it takes to analyze the data?

Jason Ventnor responded that it does not take that long.

GM Cottrell stated that right now the Executive's priority should be coming up with the content of the survey.

#### 4.4 HR Policy

GM Cottrell proposed a change to the HR policy that would amalgamate two sections (Sick Leave and Illness Within the Immediate Family). The wording for the new section will be "Wellness Leave may be taken for illness, for mental health reasons, or care of a family member. It may not be taken as a substitute for vacation time. If a staff member's use of wellness leave warrants examination, the USSU may require the staff member to provide satisfactory medical evidence. Examinations shall be at the USSU's expense."

President D'Eon asked if anyone had talked to Deena about this?

Move to accept the proposed change.

**EXECMotion015:** VP Lau/VP Quan

**Carried**

#### 4.6 Bystander Intervention Training

Jason Kovitch reported that the University has purchased a training program. They need to bring in a trainer to train the trainers. The question is who will be invited to the training. The training date is on October 13th. There will be a \$400 per person cost, above what the University is already paying. He asked for the Executive's opinion? It would be expensive to remunerate those individuals for the training. Those individuals then need to do a certain amount of session a year to remain accredited.

Jason Kovitch stated that he believes that the USSU should support it by attending the first session of the Bystander Intervention Course, and then providing their feedback.

VP Quan suggested having the individuals from the Sexual Assault Centre to come and give the sessions to students, instead of paying two people from the USSU to get training.

Jason Kovitch responded that there will be 30 people in a month who can give the training, so they should not go with the people from the Sexual Assault Centre.

President D'Eon suggested not using the USSU funding to train some of our people, due to the ambiguity of the training and how it will be administered.

VP Lau and VP Quan agreed with President D'Eon.

If they get funding for the students, GM Cottrell suggested sending the centre coordinators.

The Executive decided that the USSU supports this program in principle; however, they do not have the budget for it this year. If the program is offered in the future, the USSU will consider adding a budget line.

VP Lau stated she would send an email to Peter Hedley to articulate the above dialogue, after she gets it approved by the Executive.

#### 4.7 Bike Pump

VP Lau reported that the Bike Pump is broken outside of the Arts Building, She has talked to Matt from Sustainability. She has talked to Jason about getting a bike pump at the Info Centre, and that people would be able to take it out by leaving their Student Card.

#### 4.8 Sustainability Forum

VP Lau stated that the President's Sustainability Council wants to know if the USSU wants to have a Sustainability Forum. They want VP Lau to bring back some ideas. VP Lau will bring this to the Sustainability Committee.

#### 4.9 Building Resilience in Youth

VP Lau asked if the other Executive are going to this event on October 13th? If so, they need to register.

President D'Eon stated he would be in a Board of Governors meeting.

#### 4.10 USC Presentations

President D'Eon wants to have the Provost come and present o USC on October 5th.

#### 4.11 Policy

President D'Eon asked when the Executive wants to go through and clean up the Executive policies? He asked if they should bring it to Council?

VP Lau stated that they should go through it first before bringing it to Council.

VP Lau suggested changing the Space Rental policy to not allow food sale at the tables.

#### 4.12 Missing and Murdered Indigenous Women

VP Quan asked what the USSU is doing for the Vigil taking place on October 4th?

President D'Eon is in contact with Candance Wassercase-Laferty about doing something.

VP Quan noted that in the past they had a banner that people could sign, and said she could take the initiative on this,

#### 4.13 Wellness Workshop Advertisement

People from the Wellness Strategy are requesting advertising on the buzzboards for their workshops.

Move to allow their advertisement

**EXECMotion016:** President D'Eon/VP Quan

**Carried**

#### 4.14 UCRU

President D'Eon reported that the coalition is requesting that every member institution give \$600 to help lobby to remove the 2% funding cap to Indigenous students. He will be bringing a motion to Council.

### **5. Adjournment**

The meeting was adjourned at 11:36 am.

# Federation of Students, University of Waterloo

Advocan Branding Project

**LESLEY WARREN**  
design group inc.

# Overview

This high level proposal has been prepared in response to the Request for Quote (RFQ) for a complete branding of a federal student lobby group, formerly "Advocan", including logo development and the creation of the brand style guide, along with the rollout to various communication templates including student briefs, stakeholder briefs and submissions.

## Project Objectives

"Advocan" is a non-for-profit collective of student unions, whose mandate is to advocate to the federal government of Canada for affordable, inclusive, and high caliber undergraduate university education with opportunities for research through a coalition of student associations from U15 universities.

They are looking to be more strategic in their advocacy efforts and have therefor created a more focused collective. To further support their efforts, a new name will be introduced in August 2017, and a more professional, impactful and consistent brand image is desired.

## Project Scope

To create the brand image for "name to be supplied", from logo and tagline development, to the creation of the brand style guide, and the rollout of various communication templates, including the following:

- **Student Briefs:** Visually-appealing, hand-out to students to try and present the advocacy initiative they would like to engage with them on. There's typically quite a bit of jargon/dry info, so they would like to copy-edit and make it easier for students to engage with. These are typically printed on card stock (8.5x11) and folded in half. The images throughout would match the topic.
- **Stakeholder Briefs:** This is the priority piece - this piece is presented to the politicians during lobby meetings. Condensed document of what they're asking for (the content would include the specific ask and a couple strong supporting points). This needs to be visually appealing for strategy purpose (i.e. so they actually read it), and also to give more credibility. These are typically printed on card stock or glossy paper and usually exceed no more than 2 pages. The header and footer would likely never change, the icons within the content would be changed to match the topic. If they were to use this template for Advocan, they would probably use a photo of parliament hill in Ottawa as the header/footer since this document is used for Federal lobby meetings.
- **Submissions:** Not something needed too often currently as the organization is just getting it's feet off the ground, but it is an important document that is typically sent out to politicians via mail. These are lengthier (20-40 pages) and include research that they could pull from to create the brief. They print this as a glossy booklet.

Concepts will be shared in pdf format for client review, requesting consolidated feedback and open communication as we work together to refine and finalize all of the requested deliverables. We are happy to release all final artwork for your records or manage any production requests as needed.

# Qualifications & Expertise

At Lesley Warren Design Group Inc., we believe design matters. We believe design inspires and influences, and it is our mission to create design solutions that attract the eye, inspire the mind and touch the heart, creating effective communication pieces that tell a story, answer a question, or solve a problem.

We are strategic thinkers, visual problem solvers, creative executors, idea generators! We provide graphic design and marketing support for companies both big and small, across multiple business sectors. From strategy to execution, on projects ranging from brand development, package design, corporate communication tools and marketing collateral, we believe in purposeful design, producing relevant visuals that are well thought-out, clearly communicated and strategically focused.

Established in 2007, we have successfully built and evolved hundreds of brands and designed a huge variety of both internal corporate communication and external marketing pieces, and as a result, we've earned an excellent reputation in the community. We have provided some samples and references in this proposal, so that you can confirm this for yourself.

## **The LWDG Team**

Our core team consists of seven smart, talented and creative individuals, all of whom are trained professionals with relevant education in the fields of marketing and graphic design. They each bring a wealth of experience working on a diverse range of projects for both local and international brands and share a commitment to ensuring the experience working with LWDG is nothing less than amazing! Our approach is simple and has been created to maximize efficiency, encourage open communication, keep projects on time and on budget, while ensuring project objectives are met. Real people doing incredible work and loving every minute of it! We're committed to doing our job so that you can do yours.

Here are the key members of the LWDG team who are likely to be involved in your project:

### **Creative Director**

With over 20 years of industry experience, Lesley Warren brings a wealth of knowledge and diversity to her clients and her team. A strategic thinker with a keen eye for detail and a genuine passion for design, her enthusiastic and approachable nature, make her an inspiration to her team and a trusted partner to clients. She will lead the team as Creative Director, responsible for team co-ordination, on-going creative direction across all deliverables, regular reviews of project status, financial control and client liaison.

### **Marketing Strategist**

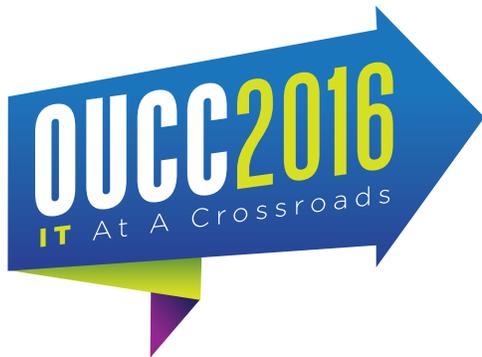
An alumnus of the Lazaridis School of Business and Economics at Wilfrid Laurier University in Waterloo, Dylan Sousa brings the strategic marketing and planning skills needed to develop brands into effective and engaging market leaders. He provides strategic direction as needed on projects requiring brand or marketing strategy, and the development of detailed creative briefs guiding the creative team to better understand the market landscape and client objectives.

### **Project Coordinator**

We are excited to welcome Cody Hutt to our team as Project Coordinator. He requires little introduction with the Feds team! His role will be to work with clients and suppliers, ensuring projects and tasks are effectively managed from start to finish.

## Similar Clients in Last Three Years

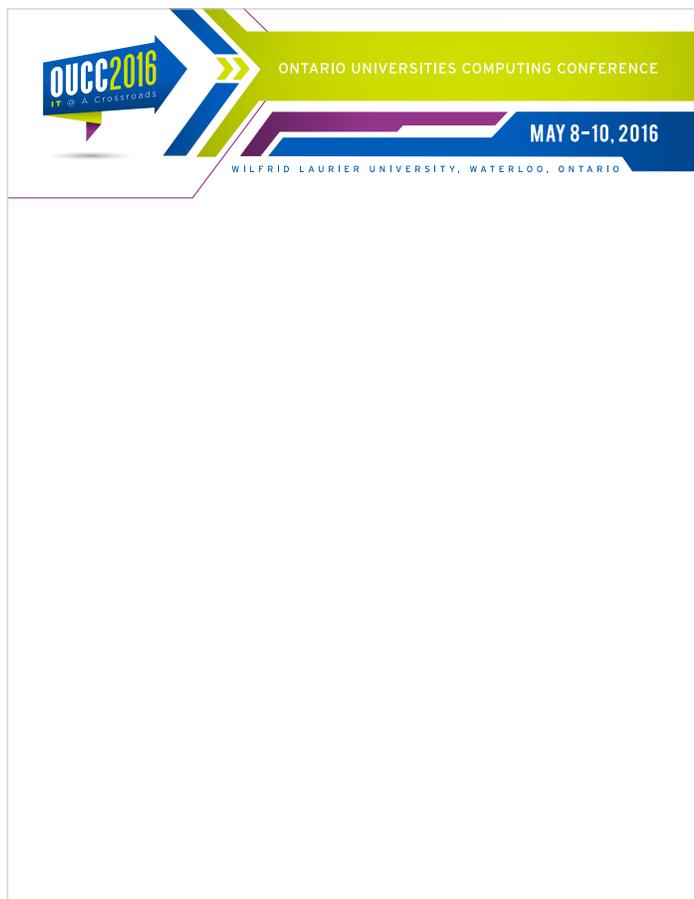
We have considerable experience in the not-for-profit business sector, proudly supporting the Grand River Hospital Foundation, Food Bank of Waterloo Region, and Extend-a-Family Waterloo Region, to name just a few, and most recently started on the rebrand of Homewood Research Institute. We have created numerous brands, across a variety of industries and have supported both the University of Waterloo and Wilfrid Laurier with countless design projects. Attached are a few samples of our work.



◀ Chosen logo design



▲ A selection of preliminary concepts presented



▲ Template



▲ Poster

### OBJECTIVE

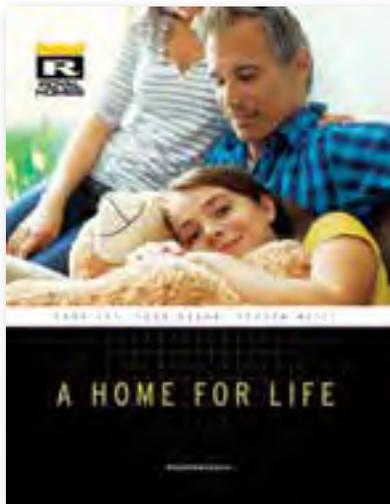
To create a brand for the OUCC 2016 conference.

### SOLUTION

Based on the theme of "IT at a crossroads", we developed a logo, poster and template document to be used consistently to promote the conference.



▶ Royal Homes Presentation Folder and Model Home Sheets



▶ 8-Page Brochure



▶ Standards of Excellence Brochure



**OBJECTIVE**

To evolve an established brand to better reflect their commitment to quality and professionalism, appealing to a more affluent demographic. Logo to remain intact but refresh all other collateral to improve the perception of the brand.

**SOLUTION**

Reversing their existing colour pallet to use more of the black created a sleeker, more premium and sophisticated feel. The gridded template and use of blueprint markings, speak to their precision and commitment to craftsmanship. Image selection speaks to the audience, desire and lifestyle. All of the pieces were designed to work together to create a professional and functional sales package.



# THE FoodBank OF WATERLOO REGION

Brand refresh



Corporate Stationary



## OBJECTIVE

To freshen up and modernize the brand, to engage with the community, clearly communicating the need and role of the FoodBank, while encouraging community support.



FoodBank Logo Before



Newsletter

Brand Style Guide



## SOLUTION

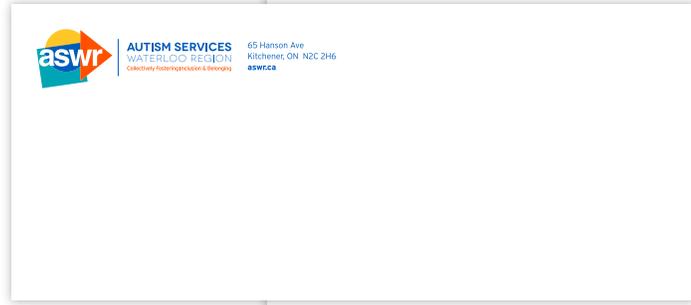
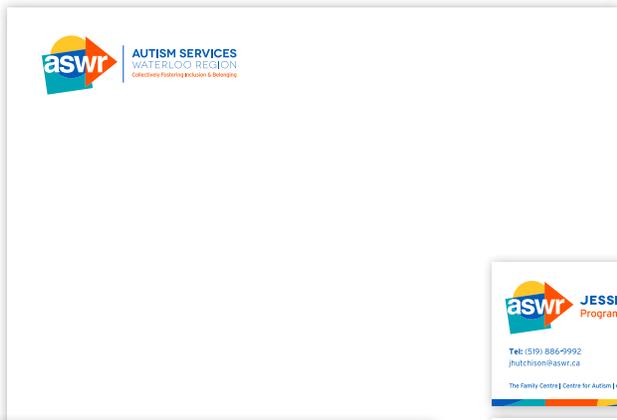
Simplifying the typeface and freshening up the colour pallet created a subtle change to the logo but improved the overall look and feel of the brand as a whole. Introducing infographics to visually highlight relevant statistics and facts, while using strong calls to action and relatable imagery allowed them to successfully engage and solicit community awareness and support.



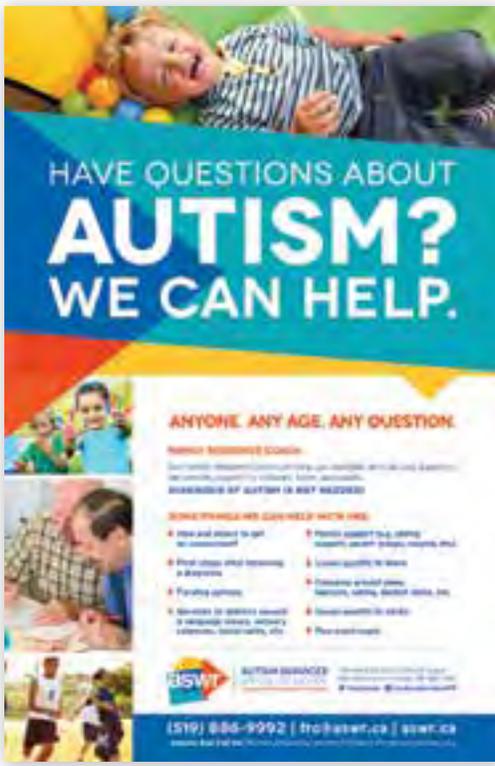


**AUTISM SERVICES**  
**WATERLOO REGION**  
 Collectively Fostering Inclusion & Belonging

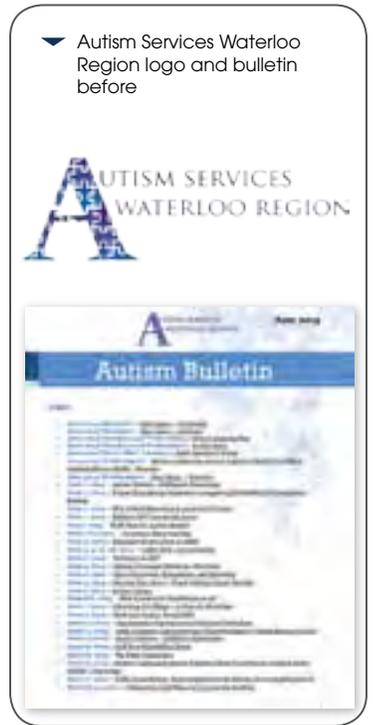
Brand Refresh



Stationary package



Poster and promotional postcard



Autism Services Waterloo Region logo and bulletin before

**OBJECTIVE**

To create a more dynamic, fun, inclusive feeling brand, moving away from the cliché “puzzle piece” depiction of autism.

**SOLUTION**

The different shapes and colours intersecting represent diversity, inclusion, unity and sense of community. The playful and energetic colours, paired with the soft sans serif font, create a brand that appears approachable, caring and supportive. The use of positive imagery and colour blocking help engage with the audience and bring more life to the brand.

GRH's rehabilitation program provides more than **11,300 DAYS OF CARE A YEAR.**



**FREPORT CAMPUS**

Freeport opened one hundred years ago as an sanatorium for the Canadian military. It has always been on the leading edge of the community's most urgent needs.

Today, GRH's Freeport Campus supports patients through rehabilitation and recovery in a range of programs including:

- Complex continuing care
- Rehabilitation
- Long-term specialized mental health
- Breast screening and assessment
- Kidney dialysis satellite

Freeport's vision is to be among the best centres for rehabilitative care in the country. This can be achieved by the high calibre care providers who will partner with university researchers and medical technology companies.

**We are raising \$1.5 million to reopen the Marsland hydrotherapy pool. Please help us.**

For one hundred years, the community has supported Freeport. Now, as the complex needs of an aging population increase, you will help people across the region enjoy healthy, active lives.

**THANK YOU for your loyal support to GRH's Freeport Campus!**

**GRAND RIVER HOSPITAL FOUNDATION**

855 King Street West, Kitchener ON N2G 1G3  
Tel: 519-749-4205 | Fax: 519-749-4204  
Email: info@grhf.org | www.grhf.org  
Charity Reg. #29673 (2010)

Connect with us  
Follow us on Facebook, Twitter, LinkedIn and YouTube

**WE NEED YOUR HELP TO REOPEN**  
the Marsland Hydrotherapy Pool



**Supporting hope and recovery at Freeport Campus**

**GRAND RIVER HOSPITAL FOUNDATION**

Sandy presented to the hospital with symptoms of a stroke and immediately received the CT scan that helped her care team save her life.

*Thank you!*



With your support, Grand River Hospital Foundation raised...

**\$2.5 MILLION FOR A NEW CT SCANNER**

**THANK YOU** for helping to bring new patient equipment to Grand River Hospital.

On behalf of the patients who need a CT scan now or in the future, thank you for helping to fund equipment that will save lives.

Last year there were more than **22,500 CT scans performed** here that helped diagnose illnesses like cancer or stroke.

The new CT will provide a level of sophistication that will produce **better quality images.**

**GRAND RIVER HOSPITAL FOUNDATION**

“Having a pool at Freeport will have the biggest impact for so many people. If you want to help someone living with lung disease, there’s no better investment than in a pool at Freeport.”  
- Gerry

The hydrotherapy pool was named for community volunteer **LARRY MARSLAND AND HIS FAMILY.**

**WHAT IF THIS WAS YOUR STORY?**

At 68, Gerry was diagnosed with COVID, a lung disease that gets worse over time and makes it difficult to breathe.

After the initial shock of the diagnosis, his doctor suggested that he go to the pulmonary rehabilitation clinic at Grand River Hospital's Freeport Campus.

For Gerry, a key part of his recovery and ability to “get back to living” is hydrotherapy. According to Gerry, “We can do more exercises in the water than we can on land because of the buoyancy. If they offered it every day, I would go!”

For Gerry and other patients with lung disease who receive care at Freeport, hydrotherapy is only offered once a week because they have to travel on the other side of the city at a community pool.

Gerry attributes his ability to live a good and active life, despite being diagnosed with COVID, to the pulmonary rehabilitation clinic at Freeport. He can now be more active with his four grandchildren. Looking to the future, Gerry has an important goal, “I have a grand-grandson, and I want to see him graduate.”

Gerry and other patients were excited to hear that Grand River Hospital Foundation is raising funds to reopen the Marsland hydrotherapy pool at Freeport.

Read more about Gerry's story at [www.grhf.org](http://www.grhf.org)

**HYDROTHERAPY IMPROVES LIVES**

Health conditions treated:

- Severe arthritis
- Traumatic brain injury
- Stroke
- Spinal cord injury
- Complex fractures and amputations
- Lung disease
- Specialized mental health

Benefits of hydrotherapy:

- Relieves pain
- Strengthens muscles
- Decreases joint stress
- Improves balance and coordination
- Increases range of motion
- Provides an opportunity for cardiovascular exercise
- Fosters peer support and new friendships

Freeport supports patients who need specialized care to help them return home or transition to more independent living.

Hydrotherapy has proven to be an excellent starting point for rehabilitation. A patient with a limb that feels “heavy” or doesn’t want to move can see success in the pool. A patient with severe back pain will have confidence in gentle traction that can be applied in warm water.

The Marsland hydrotherapy pool was built in the 1980s and served many patients until it closed in 2008. While a handful of patients like Gerry are taken to community pools, hydrotherapy has not been an option for most of our rehabilitation patients.

By renovating the pool at Freeport, more patients will be able to benefit from hydrotherapy in a health care setting. It will be the only hydrotherapy pool in our region.

“Most important, a patient with mobility issues can enjoy a sense of confidence, achievement, and freedom in a pool that no other environment can replicate.”

Dr. Douglas Dittmer, Medical Director of Physical Medicine and Rehabilitation

Donations to the Marsland hydrotherapy pool can be made in the following ways:

- ONLINE: [www.grhf.org](http://www.grhf.org)
- BY PHONE: 519-749-4205
- BY MAIL & IN PERSON: Grand River Hospital Foundation, P.O. Box 9056, 855 King St. West, Kitchener, ON, N2G 1G3

Donor thank you mailer



**GRAND RIVER HOSPITAL FOUNDATION**

Donor out reach brochure



The Grand series event postcards

**OBJECTIVE**

To evolve the look and feel of the existing GRHF brand, giving it more personality and allowing material to better connect with donors and the community at large. Overall brand was dated, uninspiring and inconsistent.

**SOLUTION**

Developing a more story based, authentic approach to material, created a more engaging, personal connection. Large, full bleed, lifestyle images, graphic elements and the introduction of a secondary colour palette of vibrant greens and blues, to contrast the existing colour palette created fresh, clean, impactful material.



## 2012/2013 Youth Smoking Survey (YSS) Results for Ontario

### Smoking

The decline in cigarette smoking stalled from the previous cycle, for both males and females. Female rates of smoking in the last 30 days tend to be lower than males.

\*Smoking among grade 7-12 youth in the last 30 days

The grades are in...

Is your community on the right track?

SUMMARY OF RESULTS FOR

## ONTARIO

YOUTH SMOKING SURVEY 2012/2013

The Propel Centre for Population Health Impact at the University of Waterloo is pleased to provide you with this summary of results. For additional information or results for your province visit [cstads.ca](http://cstads.ca) • [cstads@uwaterloo.ca](mailto:cstads@uwaterloo.ca)

The Youth Smoking Survey, newly named the Canadian Student Tobacco, Alcohol and Drug Survey in 2014, is funded by Health Canada and has been centrally coordinated by the Propel Centre for Population Health Impact at the University of Waterloo since 2004.

The 2012/2013 Youth Smoking Survey was implemented in partnership with the following provincial organizations. Please note the province of Manitoba did not participate in the 2012/2013 Youth Smoking Survey.

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

UNIVERSITY OF PRINCE EDWARD ISLAND

DALHOUSIE UNIVERSITY

NEW BRUNSWICK HEALTH COUNCIL

CENTRE DE RECHERCHE DU CHUM, UNIVERSITÉ DE MONTRÉAL

UNIVERSITY OF SASKATCHEWAN

UNIVERSITY OF ALBERTA

UNIVERSITY OF VICTORIA

The Government of Canada has contracted the Propel Centre for Population Health Impact to implement the Youth Smoking Survey on behalf of Health Canada. The results of the survey were provided to Health Canada in a manner that did not identify any of the participants in the survey.

The Propel Centre for Population Health Impact was funded by the Canadian Cancer Society and the University of Waterloo.

### Alcohol & Marijuana

Alcohol and marijuana use are more common than tobacco use among students. While use of both has declined since 2008, their use has remained similar among youth in 2010 and 2012. Binge drinking has remained constant over all three years. Of particular concern is that almost 1% of youth who consume alcohol, have been binge drinking in the last 12 months, (5+ drinks on one occasion).

\*Use among grade 7-12 youth in the last 30 days

### Bullying

We have heightened awareness of bullying. Our data shows that 24% of female students report being bullied and 11% of male students report bullying others. While more females report being victims of bullying, fewer females are reporting that they bully others.

	% WHO BULLIED OTHERS	% WHO WERE BULLIED BY OTHERS
Male	11% (11%)	16% (17%)
Female	7% (8%)	24% (23%)

2010-2013 YSS National Average

© 2010/2013 YSS National Average

#### The Approach

The Youth Smoking Survey uses a healthy school communities approach. It promotes a culture of wellness among all members: students, staff administration, parents, and community partners. We encourage use of results in this summary to engage community members, and to jointly plan and take action. For additional results please see the full provincial results profile for your province at [www.cstads.ca/reports](http://www.cstads.ca/reports).

◀ Brochure design and rollout to all provinces.

PROPEL  
CENTRE FOR  
POPULATION  
HEALTH IMPACT

WHO

Propel is a university-based, NGO and government supported research centre.

WHY

We exist to prevent cancers, other chronic diseases and their behavioural and environmental causes.

HOW

Propel works with policy, practice and research sectors to solve complex health problems.

▲ Graphic to visually depict what PROPEL does, specifically addressing who, why and how.

## References

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**Sara McLennan, Director of Personal Lines**  
Advocate Insurance Group  
(519) 650-5565, x. 333  
smclennan@advocateinsurancegroup.ca

## Approach & Methodology

A brand is the combination of all of the tangible and intangible elements of your product, service, or organization as a whole. It is the visual and written representation of your organization (name, logo, tagline, colours, trademarks) and it is also the unwritten perception, thoughts, feelings, and emotional connections that others have with your organization. Your brand influences the way others perceive your organization, so it's imperative to have a clear understanding of the brand strategy in order to translate that into impactful, engaging and relevant visuals.

### **Phase 1: Information Gathering**

The goal for Phase 1 is to gather all available existing information surrounding this federal student lobby group, ensuring a clear understanding of the organization and it's mandate, in order to develop a comprehensive creative brief. This brief will be used to guide the creative team and ensure everyone is on the same page on the onset, improving project efficiency.

A great deal of information was already provided which was extremely helpful. We are likely to have a few additional questions and always suggest a kick-off meeting with all key stake holders to meet and discuss in person.

### **Phase 2: Creative Exploration**

The goal for Phase 2 is to develop the best logo design solutions that reflect the desired brand personality. We will explore fonts, colours and graphics, all components that make up the logo and provide atleast 6-8 unique concepts for initial review and consideration. Concepts will be supplied in PDF format, encouraging you to review, digest, share and consolidate feedback.

We will also brainstorm tag lines and compile a list of suggestions for review and consideration.

### **Phase 3: Refinement**

The goal for Phase 3 is to finalize the logo design.

We ask that feedback be consolidated and a meeting is suggested in order to discuss the desired concept and ensure direction is clear moving forward. We have built in 3 rounds of minor revisions.

Together, we will work you to finesse the chosen design to completion, finalizing all aspects of the logo, including typography, colour pallet and tag line.

#### **Phase 4: Rollout**

The goal for Phase 4 is to further evolve the brand through the creation of the brand style guide and the rollout of various communication templates, as outlined below.

**1) Brand style guide**, which includes the final approved logo in all of it's acceptable formats (horizontal, vertical), colour and black and white, primary and secondary colour pallets (PMS, RGB, CMYK, Hex), and typography. We could also include the "terms of reference", tone, personality and style, along with any additional information that outlines the best practices for the application and usage of the logo and brand elements.

- The brand style guide will be designed as a simple, easy to navigate document, supplied in pdf format. We are happy to release both a low resolution pdf for sharing via email, as well as a high resolution file that could be printed and bound.

**2) Communication templates**, including student brief, stakeholder brief and submissions.

- Strategic direction and copy and/or content outline to be supplied by Feds for layout and design purposes. Packaged artwork files to be released as inDesign files for Feds to add and modify content on their end.

We follow the same basic process of information gathering, creative exploration, refinement and rollout for each design piece requested. We will present 2-3 options for the communication template pieces, with 2-3 rounds of revision built into the quote to finesse the chosen concept to completion, then finalize and release artwork files.

Projects are checked for quality control to ensure details have been captured and objectives have been met. Quality checks are done at various check points in our process:

- a. Information gathering – ensuring all pieces are present, content is correct.
- b. Internal concept review – ensuring all goals are achieved and design solutions relevant.
- c. Final artwork – ensuring colour rotation, crops, bleed and overall design is in accordance with the project objectives and specifications provided.

We are happy to manage any print production, copy writing, or photography, if needed, to support the collateral developed. This will be quoted and billed in addition if needed.

# Budget Estimates

Please find below pricing for our understanding of your needs and the recommended scope of work as discussed. We quote projects based on the estimated hours we expect that project to take, billing at a rate of \$125/hr. Should a project progress more efficiently than expected, we would invoice only for those hours used. We are happy to extend a 20% not-for-profit discount to all of our NFP partners (reflected in the pricing below). All pricing is stated in Canadian Funds.

<b>Brand Development</b> (\$125/hr - 20% = \$100/hr) (Including logo design and the development of the brand style guide)	<b>\$3,500 - \$4,500</b>
<b>Communication Templates</b> (Including student brief, stakeholder brief and submissions)	<b>\$4,500 - \$5,500</b>
<b>Total Investment</b>	<b>\$8,000 - \$10,000</b>

*HST is additional.*

## Additional Expenses

Pricing does not include couriers, photography, stock photography, copy writing, or printing. We are happy to facilitate or manage any of these additional requirements if needed.

# Timeline

Below is a proposed timeline in order to meet the requested delivery dates. Rollout deliverables will likely overlap to progress more efficiently. We have made some assumptions and will need to further refine at the kick-off meeting.

<b>Organization Name Selection &amp; Kick-off Meeting</b>	<b>August 18 - 23</b>
Phase 1: Information Gathering (logo development)	August 23 - 25
Phase 2: Creative Exploration (logo development)	August 28 - September 8
Client review and consolidation of feedback	September 8 - 13
Phase 3: Refinement (logo development)	September 13 - 20
<b>Final logo released to client</b>	<b>September 22</b>
Phase 4: Rollout communication templates, starting with the Stakeholder Brief needed most urgently	September 22 - 29
Client review and consolidation of feedback	September 29 - October 4
Refinement (Stakeholder Brief template)	October 4 - 11
<b>Final Stakeholder Brief template released to client</b>	<b>October 13</b>
Phase 4: Continued, rollout of additional templates and brand style guide	October 13 - 20
Client review and consolidation of feedback	October 20 - 25
Refinement (Student Brief, Submission and Brand Style Guide)	October 25 - November 1
<b>Final Student Brief and Submission templates, and Brand Style Guide released to client</b>	<b>November 3</b>

# Techniques For High Quality Performance Throughout Project

Numerous strategies will be employed to ensure high quality performance throughout the project that include but are not limited to the following:

- Preparation of detailed project plans and timelines.
- Use of internal project management tools and check lists.
- Use of internal quality control checks.
- Multiple levels of review of deliverables by creative director, project coordinator and lead creative.
- Breaking deliverables into phases to ensure our client is always in full alignment with the direction of each phase and kept updated on progress and direction.
- Appointing a main point of contact on both the LWDG and our client project teams to ensure clear, concise, consolidated feedback.
- Regular check-ins with our internal team and our client prior to milestones dates to know in advance that milestone dates will be achieved, to remind parties of pending milestone dates and to support or make adjustments to timeline if challenges to achieving milestone dates are identified.

## Risks To Project Timetable And Mitigations

### **Loss Of Member Of Our Project Team**

A potential risk to the project would be the loss of a member of our project team. In order to mitigate the impact of this risk we will maintain detailed documentation of all project details in a central place accessible by our entire team. This will ensure that the rest of the team is not impacted due to missing information and ensures that a new team member can step in and quickly get up to speed on the project. For each project role we have multiple people within our team that are more than qualified to complete the work.

### **Loss Of Member Of Our client Project Team**

Similarly, the loss of a member of the our client project team would also pose a potential risk to the project. In order to mitigate the impact of this risk we will maintain detailed documentation of all project details to ensure that the our team is not impacted due to missing information and ensures that the new client team member can be quickly brought up to speed on the project.

### **Change Of Project Scope**

Projects can often take on new elements or head in a slightly different direction to what was initially anticipated causing a risk to the original budget and timeline. Understanding that the budget is limited and timeline aggressive, project scope must be clearly defined on the onset, and consolidated feedback must be clearly communicated at each phase. We have supplied a budget range to allow for some flexibility, but open communication will be imperative.

### **Delayed Responses From Our client**

A key factor influencing achievement of the proposed timeline will be timely responses from our client in giving feedback, responding to information requests and gathering content. Delays in these elements pose a threat toward achieving the target deadlines. There is very little flexibility in the proposed timeline, therefore, it will be important to identify the decision makers and decision process, with the goal being to keep the number of decision makers to a minimum, ensure accountability to meet key milestones, with a dedicated client team member as the main point of contact, for regular reminders and check-ins by our project coordinator.

# Getting Started

Thank you for your interest in our firm. I am very excited for this opportunity and happy to continue to support the University of Waterloo. I believe that our team possess the passion, desire and talent needed to address your needs, not only meeting, but exceeding your expectations.

If you have any questions or would like to review any of the elements of this proposal further, please don't hesitate to reach out to me directly.

Thank you for trusting us with this project. I sincerely hope to have the opportunity to work with you and your team and look forward to hearing from you asap!

Sincerely,

Lesley Warren  
Lesley Warren Design Group

	Sept. 14	Sept. 21	
Abbasim, Aliya	P	P	
Cameron, Mason	P	P	
D'Eon, David	P	P	
Dumont, Darcy	P	P	
Erlandson, Erika	P	P	
Heintz, Austin James	P	P	
Kapacila, Deena	P	P	
Kobes, Brent	P	P	
Koh-Steadman, Noah	P	P	
Lau, Crystal	P	A	
McMillan, Alexandria	P	P	
Murphy, Aidan,	P	P	
Nagel, Madison	P	P	
Phillips, Kylie	P	P	
Quan, Jessica	P	P	
Roberts, Kiefer	P	P	
Samson, Kirsten	P	P	
Sylvestre, Anastasia	P	P	
Trudel, Keana	P	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
October 5th, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Council Addresses**
  - 3.1. Moment of Silence for the Victims of the Las Vegas Shooting**
  - 3.2. Tony Vanelli and Patti McDougall - University Institutional Plan**
- 4. Minutes and Reports for Information**
  - 4.1. USC Minutes - September 28, 2017**
  - 4.2. Executive Committee - October 2, 2017**
  - 4.3. Academic Affairs Committee Minutes and Report**
  - 4.4. Appointments Committee Minutes and Report**
  - 4.5. Code of Ethics Disciplinary Tribunal 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 - September 27, 2017**
  - 4.9. Indigenous Student Affairs Committee Minutes and Report**
  - 4.10. International Student Affairs Committee Minutes and Report**
  - 4.11. Student Affairs Committee Minutes and Report**
  - 4.12. Sustainability Committee Minutes and Report**
  - 4.13. Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, September 28, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kirsten Samson, Arts and Science  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Darcy Dumont, Law  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair  
Stefanie Ewen, Facilities Manager

**Regrets**

Anastasia Sylvestre, Indigenous Students  
Keana Trudel, Agriculture and Bioresources

**Absent**

Crystal Lau, VP Student Affairs  
Aliya Abbasi, Nursing

**Guest List**

Nykole King

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

President D'Eon proposed to add section 3.3 under Council Address to talk about the empty Senate seat.

No one was opposed to this.

Move to adopt the amended agenda.

**USCMotion024:** President D'Eon/VP Quan

**Carried**

## **2. Introductions**

President D'Eon introduced Nykole King from the Sheaf, and Stefanie Ewen, the USSU's Facilities Manager.

## **3. Council Address**

### **3.1 Caroline Cottrell and Stefanie Ewen – Project Proposal**

GM Cottrell stated that Stefanie Ewen and herself were there to present some proposals. She clarified that they need to come to Council to get approval to use Infrastructure funds, and they need to do that before spending the money. However, a problem arose over the summer when Council was not in session, and it was a code issue.

Stefanie Ewen reported that it came to their attention over the summer that there were some sprinkler code deficiencies in the Memorial Union Building (MUB). There is a sprinkler technician on campus and his job is to go to different buildings and make sure they are up to code. There are also problems with some fire hose cabinets in the building. These appliances need to be brought up to code so they are compliant. She reported that she just finalized the plans of what needs to be done to the fire hose cabinets. She is hoping within the next month she can get this repair on the University's schedule, and then she would be able to bring the invoice to Council.

GM Cottrell stated that the USSU will need to pay for these repairs one way or another, but it would make the most sense to take this out of the Infrastructure fund.

GM Cottrell reported that there are parts of the MUB that have become outdated. One of these areas is the back staircase. They have not paid a lot of attention to this staircase because they have not really needed to. It is now a bigger issue, as they are booking more double weddings. The staircase is in rough shape, and it is not suitable to have wedding parties use it. They want to be able to have separation between Louis', Louis' Loft and the Patio for those weddings. The stairs are the original concrete from when the MUB was built, and the staircase has never been finished.

Stefanie Ewen brought up a concept called Crime Prevention through Design. This concept posits that when environments look unkempt and deteriorated, it encourages crime to happen. She reported that they have been working hard to get the MUB up to date, and give it a fresher energy. She presented photos from the back staircase, and the hallway connected to it. She pointed out how there are multiple different types of flooring and how there is no continuity. They want to make the staircase and hallways more cohesive. She presented some of the features in the entrance of the MUB that need to be updated, such as the lighting fixtures.

GM Cottrell noted that the fireplace in the MUB has a lot of historical meaning. The building and the fireplace were built to honour the war dead from the university from World War II. The fireplace is a bit of an eyesore, which is disrespectful. She pointed out that there are two significant bites out of the marble; they want to devise a continuation of the marble, or to add a bronze piece that mimics the lettering to cover these spots. She also noted that the bathroom tile that surrounds the fireplace is beginning to fall apart. There are a number of tiles that are cracked and broken. Additionally, VP Kapacila and VP Quan have requested to put a plaque on Campus that actually states what the MUB is.

Stefanie Ewen stated that the seating in Upper Place Riel is quite uncomfortable. Of the twenty years that she has been with the USSU, the seats have been recovered three times. They often lose their sturdiness, and then they have to be rebuilt. She stated that they have done their time, and we have got our use out of them. She talked about the importance of place making and making the space comfortable for students to come. She would like to update the seating, as well as add electrical outlets so students can charge their electronic devices.

Stefanie Ewen stated that some of these projects are time sensitive, such as renovating main floor MUB. They would need to plan these projects so they do not affect business.

GM Cottrell stated that they are aiming to try and have the MUB close a couple days early before the Christmas break, and have the new floor done before students come back in January. She stated that they are presenting these projects at this meeting to introduce them to Council and give them time to think about it. Strata will be coming in at a future meeting to talk in more detail, and then they will come asking for a vote to approve or not approve the projects.

GM Cottrell stated that we can afford the projects.

VP Kapacila stated that this project will cost a lot less than the Louis' renovation. She reported that we have approximately \$2 million in the infrastructure fund. After paying for our mortgage, and a couple other expenditures, we will have around \$1 million left in the fund.

GM Cottrell stated that Council will go over the projects in more detail, as the Infrastructure fund is quite complex. She noted that it is important to keep buildings up to date.

Nykole King from the Sheaf asked if all the aesthetic changes have to take place at the same time as the sprinkler and fire hose repairs?

Stefanie Ewen responded that all of the major deficiencies with the sprinkler system have been repaired already. They still need to repair the fire hose cabinets.

GM Cottrell stated that it was her decision to go forward with the repairs to the sprinkler system. She did consult the Executive; however, the Executive alone cannot approve expenditures from the Infrastructure fund. If Council does not approve this, they will take the money out of Stefanie's budget; however, it makes the most sense to take this out of the Infrastructure fund. It was also less expensive to do these repairs when there were already technicians in the building.

A councillor asked if they have a number of how much it cost?

Stefanie Ewen responded that she does not have final numbers of what fixing the sprinklers cost. She stated that as of now it has cost slightly over \$20,000. She estimated that it would end up costing around \$22,000.

VP Kapacila clarified the difference between from the Infrastructure fee and the USSU fee. The USSU fee covers the cost of enhancing the student experience, staffing, and more. If Council approves the cost of the repair to come from the Infrastructure fund, this would mean the money would come out of the budget that is allotted for repairs.

Councillor Samson asked if the flooring in the centres would also need to be updated?

Stefanie Ewen responded that the flooring in the centres have already been updated in previous years.

A councillor asked if there are one or two proposals?

GM Cottrell responded that she is not sure how to present these to Council, as there are discrete components to the projects. She stated that they feel like this is the last piece in updating the MUB. They will be putting forward a proposal for the MUB, a proposal for the sprinklers, and a proposal for Place Riel.

### **3.2 SUDS Report**

President D'Eon reported that in August, the Executive went to Vancouver for the Student Union Development Summit. There were 133 student leaders there. He included a report in the package, which includes recommendations on how the USSU can improve, and different things that the USSU can advocate for.

### **3.3 Open Senate Seat**

President D'Eon stated that there is still one empty seat on the Senate. They considered putting it through the By-Election; however, there is urgency in filling this seat, as there are responsibilities with sitting on the senate, which need to be addressed as soon as possible. University Senate members are required to attend two meetings per year, one in November and one in April. Members are also asked to sit on non-academic hearings at the university level as a student representative. Please see GM Cottrell if interested

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

##### **4.1 USC Minutes- September 21, 2017**

##### **4.2 Executive Committee- September 25, 2017**

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

##### **5.1 Funding for UCRU**

President D'Eon reported that the Executive had recently passed an Executive Project Policy. The Executive Project budget line is a \$10,000 budget that the Executive can spend towards projects that they are involved with and enhance the student experience. The policy mandates that the Executive include any request over \$250 into the package, and that it is reviewed by Council before it comes back to them for a vote. He clarified that the Executive still has the final vote. He reported that he has been working with an organization called Undergraduates of Canadian Research Intensive Universities (formerly known as AdvoCan). It is an organization of student unions from U15 universities. Currently 9 of the 15 universities are involved. It helps the USSU advocate on federal issues. He will be putting forward a motion on Monday to the Executive to approve giving money to help increase the branding of UCRU. It is a \$600 ask that will be coming from the Executive Project budget line. This would create a brand template that all member institutions can use on their documents. He noted that we are not obligated to give this money, and that it is only a request.

Councillor Samson asked what is the Executive Funding budget?

VP Kapacila responded that the Executive Project budget line is within the governance budget. VP Kapacila reiterated President D'Eon's description of what the budget line is supposed to be used for.

President D'Eon noted that he will be putting forward the asks that the group is making in the next Council package.

Councillor Phillips noted that UCRU is focused on lobbying on the federal level, and that she has heard that our University has a fantastic relationship with the Federal Government. She noted that we had already spent \$900 on lobbying with the SCC, she stated she was curious how this would outwardly benefit the student experience, as this money will be used for rebranding, and not actual lobbying efforts.

President D'Eon stated that this is a great question. He responded that this cost is in addition to the cost that they will be paying to go to Ontario to lobby. He noted that he would not be attending the lobby week. He stated that although the university does have great relationship with the Federal Government, they are going to be putting forward some ambitious asks; thus, better branding and a stronger partnership amongst the UCRU will help this. He argued that this is a one-time payment, and that it will have long-term benefits to the USSU.

Councillor Philips asked what large-scale products President D'Eon is referring to? She noted that the U of S is at the bottom of the U15s, so we have varying interests and needs than the U of T.

President D'Eon responded that he will be including the asks in the next package. He listed them as well.

VP Kapacila reported that she had brought this proposal to the Budget & Finance Committee. SAL Connor and Councillor Kobes both supported the principle of this proposal. Councillor Kobes supported the full \$600, and SAL Connor supported \$300 in funding. All of the other four members were opposed to this proposal.

Councillor Heintz asked if the UCRU feels like a new logo will help them better lobby against the government?

President D'Eon responded that this is a new organization, and that they do not have any marketing materials. The money will be going towards making the branding.

VP Quan asked for President D'Eon to provide some context to the Councillors and tell them what will happen if they do not give the \$600 requested?

President D'Eon responded that the University of Waterloo has already committed to paying for this project in full. Giving money would simply be a sign of support.

VP Kapacila asked for President D'Eon to provide some context about the University's relationship with the Federal Government, and Minister Goodale's office.

President D'Eon reported that the two meetings that they had with members of Parliament were with Mr. Trost, and a member of Ralph Goodale's team. He stated that being situated in Saskatchewan makes it difficult to lobby for bigger issues.

Councillor Samson stated that if we do not fund what is requested, the students union at the University of Waterloo might have some frustration with us, and this could cause tension in the future.

President D'Eon responded that he was upfront with the UCRO about how the USSU needs to prioritize lobbying the provincial government. However, we might need their

support in the future depending on future circumstances. He stated that he cannot see them hating us for not supporting this request.

Move to support in principle this funding request and not set the amount.

**USCMotion025:** President D'Eon/Councillor Phillips.

President D'Eon noted he would abstain from the vote.

Councillor Murphy stated that there is no reason that we should not be able to lobby while working with different governments at the same time. He stated that it is important to still work with one government, even if a different one is failing. He stated that although we have a good relationship with Ralph Goodale's office, we should not count on a positive relationship forever; thus it is a good idea to support this request.

VP Kapacila clarified that she does support the UCRU. She explained that she is debating whether the Executive should take the \$600 out of the Executive Project budget line, which is supposed to go towards the student experience. She agrees that lobbying through a national group is good; however, they do have evidence of the Executive reaching out to the Federal Government and being heard.

Councillor Cameron suggested tabling the issue as President D'Eon had been barraged with questions. He recommended that the Councillors digest the information and think about the issue and come back with their opinion at the next meeting.

Move to table the motion until next week.

**USCMotion026:** Councillor Cameron/Councillor Murphy

**Failed**

Councillor Murphy asked VP Kapacila if the \$600 funding from us will hinder our relationship with Minister Goodale in any way?

VP Kapacila responded that she cannot speak on behalf of the Federal Government, so she cannot answer the question.

Councillor Roberts asked who gets final say on this?

President D'Eon responded that the Executive gets final say on this issue; however they brought this to Council to be as transparent as possible. He noted that regardless of whether or not we support his request, he will be moving to have the logo included on our website when the package is complete.

Councillor Phillips stated that it does not matter whether the \$600 hinders our relationship with Minister Goodale's office, and that the question should be whether or not that money will be enhancing the student experience. She stated that she believes that that money would be better spent on lobbying the provincial government, which has a greater control on our education.

President D'Eon stated that he values all of the discussion. He called the motion to question.

**Carried**

VP Kapacila noted that she opposed the motion.

Move to accept the minutes and reports into the official record.

**USCMotion027:** President D'Eon/VP Kapacila

**Carried**

## **6. Business**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

Councillor Cameron reported that Ag Bag Drag is approaching and that Drag Kick Off is on October 5<sup>th</sup>. They will be selling tickets in the Agriculture atrium for \$20 each. Tickets go on sale at 10:00 am.

Councillor Phillips announced that the University of Saskatchewan Young Liberals is having a Pints, Politics, and Pizza Night next Tuesday at 4:00 pm in Louis'.

## **9. Adjournment**

**Executive Meeting  
Minutes for October 2, 2017**

**Present:** President D'Eon, VP Kapacila, VP Lau, VP Quan, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:02 am.

**2. Quorum**

Quorum was present.

**3. Roundtables:**

**President D'Eon:**

Projects:

- SSC: Rallies were poorly attended; will be re-assessing strategy with External Affairs committee and members of the coalition
- Campus Entrepreneurs: Event was moderately successful, will be debriefing with organizers
- UCRU: Finalized asks, will be presenting them to council
- Board of Governors: Meeting upcoming, should be receiving package this week

Communications:

- Leonard Findlay
- Patti McDougall
- Isabel Hedayat (VP Internal, SMSS)
- Jamie Miley (Government Relations, USask)
- Teena Monteleone (Director of Information Programming, paNOW)
- Joane Sproule (City Clerk, City of Saskatoon)
- Haris Khan (VP External, URSU)
- Jesse White (VP PA, SPSA)

Meetings:

- Teaching evaluation presentation
- Campus Master Plan workshop
- UCRU

Events:

- SSC Rallies
- Campus Entrepreneurs
- WUSC Social
- Reception w/ Jean Chretien

**VP Kapacila:**

**VP Quan:**

**VP Lau:**

Sustainability Week

- booked tunnel for booth
- comm request for Clothing Swap
- posters for the week

Rink in the bowl

- Met with Cristina @ HR to propose about Staff volunteer rotation
- she will be sending contact info to each colleges & departments for me to reach out to
- reached out to Paul Rogal (Director of Recreation Services) for a meeting
- reached out to Shawn Burt (Huskies Chief Athletics Officer) for a meeting

FMP3

- early shipment arriving next week
- walked through with volunteers to fill out all bathrooms @ phase 1
- will be looking to launch phase 2 around mid-Oct (editing the bathroom list)
- booked a meeting with Monica @ FMD to look into their staff supporting this project

STI Testing

- Nov 1st, 2017
- booked tables for upper & lower place
- sent in comm request

**Meetings:****Communications:**

- Email to Peter Hedley for not participating in the initial Bystander Intervention Training

**Others:**

- away in Toronto from Wed ~ Sun

**4. Business****4.1 Louis Meeting**

VP Kapacila listed some of the events that are happening at Louis' and Louis' Loft in the near future. She also noted that they are going to try to get students more involved in Louis' marketing.

**4.2 Online Communication**

VP Quan encouraged the other Executive to put locations in their meeting invitations. She also encouraged using specific titles for documents that the Executive are sharing, which makes searching for documents easier. She also noted that if you are editing a document that someone has created, you should create a comment, and not actually make the change.

**4.3 Online Insurance Forms**

VP Kapacila reported that they put the current Insurance form online. It will launch this month. She is in the process of getting all the oks from the Vice Deans

#### 4.4 CAMA Resume Talk

Every year the Executive does resume talks with this group. VP Kapacila recommended partnering with SECC on this event.

VP Quan could talk about Co-Curricular Records at this event.

#### 4.5 UCRU Funding

VP Kapacila stated that she would add a budget line for UCRU for future years.

Move to fund the \$600 request to go towards creating branding materials for UCRU.

**EXECMotion017:** President D'Eon/VP Lau

**Carried**

#### 4.6 Council Address

President D'Eon noted that Patti McDougal, the Vice Provost Teaching and Learning, and Tony Vanelli, the new Provost, will be coming to speak to Council this week.

#### 4.7 Rally

President D'Eon stated that the rallies did not go as plan. He noted he was disappointed. The Executive attributed it to the rallies taking place during class time. There was a decent turnout considering the factors. There were issues at the Regina rally, including that they had outside speakers.

#### 4.8 Dr. Ernie Walker

VP Kapacila reported that Dr. Walker is the archeologist who founded Waneskewin. He are trying to get Waneskewin as a UN Legacy Site. Dr. Walker wants Indigneization at the University to include experiential learning at Waneskewin. He wants to come and speak to Council. The Executive would create a MoU between Ernie and Waneskewin that they would give to the University to encourage them to Indigenize the University in this way.

President D'Eon stated that he could come speak to Council on November 2nd, or on October 19th.

VP Kapacila will reach out to Dr. Walker to see if these dates work.

#### 4.9 Missing and Murdered Indigneous Women

VP Quan stated that the Executive are attending the vigil taking place this Wednesday, and she made the request to have a banner that the Executive can bring to it. In Tuesday at Gordon Oakes Red Bear Student Centre, they are doing poster making and she will leave the banner there to get some signatures. On Wednesday, she will bring the banner to the tunnel to collect signatures.

#### 4.10 SUDS Report

President D'Eon stated that he was disappointed that there was not more discussion about this report in Council, and he recommended bringing it to the committees.

#### **5. Adjournment**

The meeting was adjourned at 11:12 am.

**Budget & Finance Committee**  
**Minutes for September 27, 2017**

**Present:** Everyone was present.

**1. Call to Order**

The meeting was called to order at 8:30 am.

**2. Quorum**

Quorum was present.

**3. Business**

3.1 Explanation of the budget

Caroline Spoke about the budget and explained why Louis' does not make a profit, and how long it has not made a profit for. Explaining that because it's a seasonal business, we also are a leader in employing students, and maintain employment for our management, we also have over 150 student events at Louis' and Louis' Loft. Caroline and VP Kapacila went into detail about the different fees charged to students for the USSU, explaining the infrastructure fee, UPASS, Health and Dental and USSU fee. Caroline also explained why our loan is through First Nations Bank of Canada and TD; the reasoning is based in our sustainability policy and our commitment to Indigenization as an organization.

3.2 Funding Requests

- Spoon University: The committee will chat about exclusivity, and whether we are comfortable with allowing Herc's to partner with Spoon University to give away BCAA's. The Committee has decided against Spoon using smoothies because of our exclusivity clause. Budget and Finance has asked VP Kapacila to check whether any of the executive of Spoon University are employees of Herc's.

Decision: Unanimously no

- Chemical Engineering Students Society: Asking for \$1000 in funding in total for their perogie sale.

Meeting to be held at a later date.

-

- Mindful Living: Asking for \$361.86 in cash funding.  
Budget and Finance Committee would like to enquire why Louis' is not the option for catering. Budget and Finance is going to move the motion to accept the funding request on the basis that it's through Louis'/ Louis's Loft up to \$375. Moved by Brent and seconded by Kylie, passed unanimously.

- Filipino Student Society: Asking for \$340 cash funding. Brent recognized that the event is very inclusive.  
Decision: Approved Unanimously
- Formula 1 Racing: Budget and Finance will meet with Formula 1 racing to discuss their funding request.  
Decision: Passed Unanimously
- Young Women in Business: Asking for \$15 XL for poster funding for an event focused on Young Women in Entrepreneurs.

Unanimously approved

- Western Canadian Veterinary Students Society: Budget and Finance would like to see a better budget from the group, and would like to meet. What is the funding for, provided a detailed a budget and meet with Budget and Finance Committee.

Motion to have a meeting: Unanimously

### 3.3 UCRU

An Adhoc Group of U15 University Student Unions and Federations, they represent Undergraduate Students to the Federal Government. Working on Federal transfer money, Internationalization and Indigenization. The Budget and Finance Committee will have the document distributed to them and they will make a decision whether to support the motion or not.

## **4. Adjournment**

The meeting was adjourned at 9:50 am.

## **1)Indigenous Students**

**Principle:** Indigenous students should have adequate funding to be able to acquire post-secondary education.

**Principle:** Indigenous students should be able to easily access grants and bursaries in order to attend university.

**Concern:** The Post-Secondary Student Support Program hosts a multi-million dollar backlog in funding, increasing the PSE attainment gap between Indigenous and non-Indigenous students.

**Concern:** There is only a 2 year commitment to additional funding to the PSSSP.

**Recommendation:** The Federal Government should consult with Indigenous student groups and student unions of institutions that host high rates of PSSSP users in their funding reform process.

All willing and qualified students should be able to access affordable and high quality education. Despite this, Indigenous students are disproportionately disadvantaged with regards to post-secondary education. The largest attainment disparity in post-secondary education for Indigenous students occurs in the university sector<sup>1</sup>. In 2011, 48.4% of the Indigenous population and 64.7% of the non-Indigenous population held post-secondary credentials<sup>2</sup>. However, only 9.8% of the Indigenous population held a university degree, in contrast to the 26.5% of the non-Indigenous population with a university degree<sup>3</sup>. A large proportion of Indigenous students, both who have (34%) and have not (42%) completed their high school diploma, have cited costs as a large barrier to achieving post-secondary education<sup>4</sup>.

The Post-Secondary Student Support Program (PSSSP) offers financial assistance to Indigenous students enrolled in post-secondary programs, including undergraduate degree programs, diploma and certificate programs, as well as advanced or professional degree programs<sup>5</sup>. However, the chronic underfunding of the program has left an estimated backlog of over 10,000 students that do not receive funding and are waitlisted.<sup>6</sup> The program has growing significance and impact on indigenous students, especially given that the indigenous populations is one of the fastest growing in Canada<sup>7</sup>.

The Liberal Party of Canada has promised \$200 million increase to PSSSP funding over 4 years, along with the removal of the 2% per year cap on funding increases. In the 2017 Federal Budget, just \$90 million was allotted to the PSSSP program along with a commitment on an extensive review of the program with indigenous partners of federal programs that support indigenous students. To ensure that the needs of indigenous students are adequately met, the UCRU recommends that this review process include a diversity of stakeholders. In

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<sup>1</sup> [http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003\\_3-eng.cfm#n4](http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003_3-eng.cfm#n4)

<sup>2</sup> [http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003\\_3-eng.cfm#n](http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003_3-eng.cfm#n)

<sup>3</sup> [http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003\\_3-eng.cfm#n3](http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-012-x/99-012-x2011003_3-eng.cfm#n3)

<sup>4</sup> <http://www.statcan.gc.ca/pub/89-645-x/2015001/education-eng.htm>

<sup>5</sup> <https://www.aadnc-aandc.gc.ca/eng/1100100033682/1100100033683>

<sup>6</sup> [http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Exec\\_Summary\\_2015\\_05\\_31\\_web\\_o.pdf](http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Exec_Summary_2015_05_31_web_o.pdf), page 199

<sup>7</sup> <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/99-011-x2011001-eng.cfm#a6>

particular, indigenous student groups and student unions of institutions that have high intake of indigenous students that access PSSSP.

This is aligned with the National Truth and Reconciliation Committee's Calls to Action, which outlines the need for more funding to allow indigenous students wanting to access post-secondary education.<sup>8</sup>

**Principle:** Institutions that want to do reconciliation efforts should be able to access funding to do so.

**Concern:** Reconciliation efforts are not being prioritized due to insufficient funding at universities.

**Recommendation:** The Federal Government should create a multi-million dollar grant that institutions can access for the purpose of reconciliation initiatives on their campuses.

The National Truth and Reconciliation committee released 94 calls to action for Canadians and all levels of government to repair the damage caused by the residential school system. The federal government has pledged to take immediate action on these 94 items, thereby beginning the outlined path to reconciliation and encouraging other Canadian institutions to follow suit. Post-secondary institutions, as well as the government, have been called to put forth reconciliation efforts and some universities have begun this process. Some have taken initiative by introducing programs and services that are dedicated to reconciliation, such as National Day of Remembrance and Action on Violence against Missing and Murdered Indigenous Women. At McMaster University, this annual campaign relies heavily on fundraising and sponsorship sources due to a lack of designated funding for this reconciliation initiative. Cost is a barrier to achieving reconciliation and as a result, there should be a dedicated grant for institutions to enable them to put forth these positive efforts and initiatives. As an ongoing process, it is vital to financially support these institutions and their campaigns for creating an equitable environment for Indigenous students.

## **2) Canadian Federal Student Loans Program**

### **RECOMMENDATION**

That the government eliminate the Tuition Tax Credit and reallocate the estimated \$1.5 billion to be spent in 2018 to upfront grants and loans to be administered through the Canada Student Loans Program.

### **POST SECONDARY EDUCATION TAX MEASURES**

Federal post-secondary education tax credits have been around since the 1960's as a financial aid measure. Of the more than \$11 billion that the federal government invested in in

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<sup>8</sup> [http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Exec\\_Summary\\_2015\\_05\\_31\\_web\\_o.pdf](http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Exec_Summary_2015_05_31_web_o.pdf), page 199

post-secondary education in 2013-14, nearly 20% was in the form of tax credits, which are meant to serve as financial aid. However, tax credits have been criticized by stakeholder groups, private consultants and even the Parliamentary Budget Officer as an inefficient and ineffective way of providing financial aid to students. There are three prevalent criticisms:

1. *Tax credits disproportionately benefit those higher-income backgrounds.*
2. *Students directly receive only 1/3 of tax credit expenditures.*

According to a study published by the C.D. Howe Institute, in 2012, “about two thirds of the tax expenditures on these credits was [sic] not used to reduce student tax bills in the year the credit was earned, but was claimed either by parents, grandparents or a spouse, rather than the student, or went to credits accumulated in an earlier year and carried forward.”<sup>9</sup>

3. *Tax credits are inaccessible financial instruments for low-income families.* The C.D. Howe Institute report highlights that students making below \$10,000 per year are often not able to claim the tuition tax credit. Further, low-income students coming from low-income families have no options except to carry forward the tax credit until after they have graduated, and are already working.<sup>10</sup>

Additional to these points, the tuition tax credit is only received approximately nine months after tuition is paid. Under the current structure, the tax credit cannot effectively be used as a means of reducing the barrier to entry for post-secondary education.

In part in response to these criticisms, education and textbook tax credits were limited in 2016 and funds were reallocated to expand the upfront grants available to students through the Canada Student Loans Program. However, the tuition tax credit, which is by far the largest of the government’s tax credits intended to reduce the cost of education, remains.

## **THE TUITION TAX CREDIT**

The tuition tax credit is meant to “provide students with tax relief by recognizing the costs of enrolling in qualified programs or courses.”<sup>11</sup> The result of this program is a redistribution of tax wealth back towards high-income families, with minimal returns to low-income students who are most in need of government assistance.<sup>12</sup>

List of Sources:

Canada. Office of the Parliamentary Budget Officer. *Federal Spending on Postsecondary Education*. [Ottawa]. 2016.  
[http://www.pbo-dpb.gc.ca/web/default/files/Documents/Reports/2016/PSE/PSE\\_EN.pdf](http://www.pbo-dpb.gc.ca/web/default/files/Documents/Reports/2016/PSE/PSE_EN.pdf)

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<sup>9</sup> C.D. Howe Institute. *What You Don’t Know Can’t Help You*.

<sup>10</sup> Ibid.

<sup>11</sup> Department of Finance. *Report on Federal Tax Expenditures*. 272.

<sup>12</sup> Parliamentary Budget Officer. *Federal Spending on Postsecondary Education*, 12, 16-17; Department of Finance. *Report on Federal Tax Expenditures*. 298-299;

Canada. Department of Finance. *Report on Federal Tax Expenditures: Concepts, Estimates and Evaluations*. [Ottawa]. 2017.

<https://www.fin.gc.ca/taxexp-depfisc/2017/taxexp-depfisc17-eng.pdf>, 272.

Neill, Christine. "What You Don't Know Can't Help You: Lessons of Behavioural Economics for Tax-Based Student Aid" in *C.D. Howe Institute Commentary* 393. Toronto: C.D. Howe Institute, 2013.

[https://www.cdhowe.org/sites/default/files/attachments/research\\_papers/mixed/Commentary\\_393\\_0.pdf](https://www.cdhowe.org/sites/default/files/attachments/research_papers/mixed/Commentary_393_0.pdf).

### **3)Research Funding**

#### **Increased Funding Ask**

***Recommendation One:* The Federal Government should increase funding to SSHRC and CIHR to create a USRA allocation in their budget.**

#### *Talking Points/Background Information*

NSERC policy states, "Undergraduate student participation in final-year projects and summer projects is an important first phase in research training and plays a major role in encouraging excellent students to pursue research careers". Clearly, the value of undergraduate students' participation in research is recognized to better understand published works, learn to balance collaborative and individual work, determine an area of interest, and jumpstart their careers as researchers;<sup>13</sup> but the funding opportunities for undergraduates within Tri-Council agencies are limited. NSERC offers a strong model, providing "Undergraduate Student Research Awards" which are allocated among universities, which are then advertised, applied for, and selected within departments. Queen's University, for example, receives 85-90 awards yearly. This is a fantastic model on which SSHRC and CIHR can build. Which such high numbers of social science, humanities, and health students, it is problematic that these students are missing out on similar educational opportunities.<sup>14</sup>

Opportunities for undergraduates in fields covered by SSHRC and CIHR are much more limited. SSHRC had a targeted undergraduate opportunity this year, the "Storytellers" contest, challenging

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<sup>13</sup> <https://dus.psu.edu/mentor/2013/05/undergraduate-research-students-perspective/>

<sup>14</sup>

[http://www.sciencereview.ca/eic/site/059.nsf/vwapj/ScienceReview\\_April2017-rv.pdf/\\$file/ScienceReview\\_April2017-rv.pdf](http://www.sciencereview.ca/eic/site/059.nsf/vwapj/ScienceReview_April2017-rv.pdf/$file/ScienceReview_April2017-rv.pdf) ps 62

students to effectively communicate the impacts of SSHRC-funded research on the lives of Canadians.<sup>15</sup> This is a good initiative, but it does not actually provide any research opportunities for students. CIHR has included in its funding mandate a commitment to equitable access to health research funds, which includes career stage as a measurable<sup>16</sup>, and UCRU believes that investing in more undergraduate research opportunities would allow CIHR to report that they have met the career stage criteria of their equitable access mandate.

What form these research opportunities should take can be varied and there are number of avenues to provide research opportunities to undergraduates through smaller initiatives and more well-rounded initiatives. David Lopatto from Grinnell College outlines the essential features of research as an opportunity that allows the researcher to; prepare by reading relevant literature, receive support of a mentor and a learning community, the chance to design the research, experience working independently; and furthermore, When the work is completed they should have an opportunity for professional quality communication.<sup>17</sup> Lopatto's findings exhibit the chance to diversify how undergraduates engage in research to achieve desired outcome as well as how we can increase the channels of service delivery.

In order for social science, humanities, and health students to obtain the same benefits as undergraduate students in science and engineering undergraduate students, SSHRC and CIHR must offer *targeted* undergraduate funding.<sup>18</sup> In 2009-2010 NSERC allotted \$18,579,024 directly to undergraduate funding. These opportunities build the initial skills necessary to create outstanding researchers, thus the current lack of funding misses an opportunity to invest in Canada's future excellence in research.

## Data Collection Ask

***Recommendation Two: The federal government should mandate Tri-Council's to track data pertaining to the number of undergraduate student applications, field of study, number of successful undergraduate student funding applications, and dollar value for each successful application. This practice should mirror the NSERC model of data collection as well as release data on an annual basis.***

## *Talking Points/Background Information*

SSHRC is clearly lacking an undergraduate outreach mechanism to foster undergraduate research. Unlike NSERC, it is extremely difficult to find any information about undergraduate opportunities offered by either of these funding agencies regarding type of funds or total value of

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<sup>15</sup> [http://www.sshrc-crsh.gc.ca/society-societe/storytellers-jai\\_une\\_histoire\\_a\\_raconter/index-eng.aspx](http://www.sshrc-crsh.gc.ca/society-societe/storytellers-jai_une_histoire_a_raconter/index-eng.aspx)

<sup>16</sup> <http://www.cihr-irsc.gc.ca/e/50068.html>

<sup>17</sup> <https://pdfs.semanticscholar.org/8b47/f05fecb485b85b17d9c371607a3422a822de.pdf>

<sup>18</sup> [http://www.nserc-crsng.gc.ca/\\_doc/Reports-Rapports/USRAFR\\_e.pdf](http://www.nserc-crsng.gc.ca/_doc/Reports-Rapports/USRAFR_e.pdf)

awards given. Even with NSERC, the most recent data that outlines USRA usage in any form is from 2012 and only reports total funding awarded for the 2009-2010 year.<sup>19</sup> Thus, it is extremely difficult to obtain any information on how much money may be offered to undergraduate students. If we are not able to track the research dollars dedicated to undergraduate students, we cannot identify gaps that exist. NSERC has dedicated undergraduate research funding opportunities, and has published the amount of money allotted to these programs each year. They have published the amount of undergraduate research dollars allocated to each school every year, from 2001-2011, but unfortunately, there is no accessible information since 2010-2011.<sup>20</sup> This information is extremely important, because it makes clear universities that have received large amounts of undergraduate funding, like the University of Toronto, and makes it easy to compare universities in the opportunities they offer. Further, it allows universities to track growth among the dollars they receive, and compare their offerings with other Canadian schools. This is a great model, but the fact that no information similar to this is easily available for SSHRC and CIHR. We ask that SSHRC and CIHR adopt the NSERC model of data collection, as well as follow NSERCs practice of releasing this information on an annual basis.

Many tri-council grant applications have a mandatory student training section, which requires some funds be used to train students in conducting research. This allows some of the funding to be directed to student research assistant salaries. These positions can be filled at by both graduate and undergraduate students, however at many U15 schools there are large and prestigious graduate programs. When this is the case, these positions are filled predominantly by graduate students. At Queen's University, for example, research services estimates that out of all SSHRC grants received, graduate students make up *approximately* 85% of the student trainees included in these research projects. At schools that do not have large graduate programs, there is a greater likelihood that undergraduates may fill these positions, but it is plausible that at most U15 universities, statistics similar to those of Queen's would apply. This is merely an estimate, and we have no data about undergraduate student trainees at other universities across Canada. We must begin to track undergraduate participation in Tri-Council funded research projects. Until we obtain this information, we cannot create metrics for success, to demonstrate where targeted funding has created new opportunities for undergraduates, and where major gaps continue to persist.

#### **4)International Students**

**Recommendation 1:** The government should count, under the Canadian Experience Class (CEC) Express Entry program, full-time work-integrated learning experience gained by international students during the time it took to complete their degrees.

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<sup>19</sup> [http://www.nserc-crsng.gc.ca/\\_doc/Reports-Rapports/USRAFR\\_e.pdf](http://www.nserc-crsng.gc.ca/_doc/Reports-Rapports/USRAFR_e.pdf)

<sup>20</sup> [http://www.nserc-crsng.gc.ca/\\_doc/Students-Etudiants/2016StatsScholarships\\_e.pdf](http://www.nserc-crsng.gc.ca/_doc/Students-Etudiants/2016StatsScholarships_e.pdf)

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UCRU's recommendation is based off two principles: international students with Canadian university awarded degrees should have equal job prospects as their domestic counterparts and international students' full-time, paid experiential and work-integrated learning experiences, gained while they're full-time students, should count towards their eligibility for Permanent Resident (PR) status.

Canadian research-intensive universities disproportionately attract international students for a variety of different reasons: one them being, the institutions' focus on experiential and work-integrated learning opportunities. In fact, more than half of today's undergraduate students have a form of work-integrated learning experience -- ranging from Co-op, internships, and research placements -- and often full-time (u15 2015). As the President and Vice-Chancellor of the University of Calgary Dr. Elizabeth Cannon said, these experiential and work-integrated learning programs look to meet the need for "highly trained university graduates to meet upcoming labour market shortages. Job projections by the Canadian government show that between 2013 and 2022, there will be 5.8 million job openings. More than 65 percent of those will require postsecondary training" (u15 2015).

This Government has also realized the need and impact for increasing access to work integrated learning opportunities to prepare undergraduate students for the jobs of today and tomorrow and address any potential shortages in the high-skilled labour market. On August 31st, Bardish Chagger (MP of Waterloo), the Minister of Small Business and Tourism, announced the Information Technology Association of Canada (ITAC) career ready program. The program will look to connect students from STEM and Business fields with small-to-medium sized tech companies. ITAC will incentivize companies by providing up to a maximum of \$5,000 to subsidize student wages -- illustrating the government's commitment to work integrated learning opportunities and its belief in the impact it will have in preparing graduates with the skills needed to compete in an ever-changing global labour market (CommunitechNews 2016).

With increased dependence on international students to make up for stagnating and decreasing domestic enrollment, international students success, imminent participation in work-integrated learning programs, and removing barriers to accessing the Canadian labour market post-graduation to clear a path towards Permanent Resident status becomes a critical part of the solution in meeting the long-term challenges around future labour shortages. International students under the current Post-Graduation Work Permit Program (PGWPP) are still being denied permanent resident status because under the current eligibility guidelines, they have not accumulated enough work experience in their fields or an "in demand" occupation during the approved duration of their work permit -- which on average is about 2-3 years without the option to reapply (GovernmentofCanada 2017).

Upon graduation, International students show a strong desire to stay and work in Canada, however, employers are avoiding hiring highly skilled, post-secondary educated, international

students because of unpredictability around their long-term immigration status; and the optics of hiring an international student or foreign worker over a Canadian grad/worker through the Labour Market Impact Assessment (LMIA) (CanadianBusiness 2016). Although the Canadian government announced it would award international students up to 30 additional points for a Canadian post-secondary degree or diploma, the changes do not significantly clear the path towards Permanent Residence (PR) for international students under a system you need to receive 600 points (CanadianBusiness 2016). The Announced changes also did not alter the qualifications under the Canadian Experience Class (CEC) Express Entry program -- which international students use to apply for PR -- explicitly stating: "Self-employment and work experience gained while you were a full-time student (such as on co-op work term) doesn't count under this program" (GovernmentofCanada 2017). Removing this as an eligibility criteria would improve international student's chance at gaining PR status and Canada's international student post-graduation attainment rate -- which is at about 32 percent for those with a Bachelor's degree (McGill 2016).

List of sources:

<http://www.cic.gc.ca/english/immigrate/cec/apply-who.asp>

<http://www.cic.gc.ca/english/resources/tools/temp/students/post-grad.asp>

<http://news.communitech.ca/news/new-federal-program-will-fund-jobs-for-post-secondary-tech-students/>

<http://www.cbc.ca/news/canada/windsor/international-students-tuition-jobs-1.3525821>

<http://www.canadianbusiness.com/economy/canada-has-overhauled-its-immigration-process-for-international-students/>

	Sept. 14	Sept. 21	Sept. 28							
Abbasim, Aliya	P	P	A							
Cameron, Mason	P	P	P							
D'Eon, David	P	P	P							
Dumont, Darcy	P	P	P							
Erlandson, Erika	P	P	P							
Heintz, Austin James	P	P	P							
Kapacila, Deena	P	P	P							
Kobes, Brent	P	P	P							
Koh-Steadman, Noah	P	P	P							
Lau, Crystal	P	A	A							
McMillan, Alexandria	P	P	P							
Murphy, Aidan,	P	P	P							
Nagel, Madison	P	P	P							
Phillips, Kylie	P	P	P							
Quan, Jessica	P	P	P							
Roberts, Kiefer	P	P	P							
Samson, Kirsten	P	P	P							
Sylvestre, Anastasia	P	P	R							
Trudel, Keana	P	P	R							

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
October 12, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Council Addresses**
  - 3.1. Charlene Sorensen - Library Master Plan**
  - 3.2. Strata Development**
  - 3.3. By-Elections Update**
- 4. Minutes and Reports for Information**
  - 4.1. USC Minutes – October 5, 2017**
  - 4.2. Executive Committee - October 10, 2017**
  - 4.3. Academic Affairs Committee Minutes and Report**
  - 4.4. Appointments Committee Minutes and Report**
  - 4.5. Code of Ethics Disciplinary Tribunal 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. Indigenous Student Affairs Committee Minutes and Report**
  - 4.10. International Student Affairs Committee Minutes and Report**
  - 4.11. Student Affairs Committee Minutes and Report**
  - 4.12. Sustainability Committee Minutes and Report**
  - 4.13. Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1. Ten-Minute Recess**
  - 6.2. Motion for Infrastructure Fund**
  - 6.3. Transit Ad-Hoc Committee**
- 7. Any Other Business**
  - 7.1 Sheaf- Nykole King**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, October 5, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kirsten Samson, Arts and Science  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Darcy Dumont, Law  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Keana Trudel, Agriculture and Bioresources  
Aliya Abbasi, Nursing  
Madison Nagel, Education

**Absent**

**Guest List**

Nykole King  
Regan Ratt-Misponas  
Patti McDougall  
John Rigby  
Gordon Hunchak  
Tony Vanelli

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

President D'Eon added 3.3 By-Election update to the agenda. No one was opposed.

Move to accept the amended agenda.

**USCMotion028:** VP Quan/President D'Eon

**Carried**

## **2. Introductions**

President D'Eon introduced Patti McDougall, the Vice-Provost Teaching and Learning, John Rigby, the Associate Vice-Provost, and Tony Vanelli, the Provost and VP Academic. He also introduced Regan Ratt-Misponas, the President of the Indigenous Students' Council, and Nykole King from the Sheaf.

## **3. Council Address**

### **3.1 Moment of Silence for the Victims of the Las Vegas Shooting**

VP Quan reported that the tragedy in Las Vegas was an act of terror, and that there were victims from Saskatchewan. She stated that the Union condemns acts of terror and will stand in solidarity with our community. She encouraged everyone to stand as a community to promote unity and love. She asked for a moment of silence to commemorate the victims.

### **3.2 Tony Vanelli and Patti McDougall - University Institutional Plan**

Move to give speaking rights to the four members of Senior Administration.

**USCMotion029:** President D'Eon/VP Lau

**Carried**

Tony Vanelli stated that it was an absolute pleasure to come and speak to Council. He stated that it is exciting to present the University Plan that will be emerging until 2025. He noted that he has been in the role of Provost for two months, and that there are so many good things going on at the University. He stated that he will leave a lot of time for the Councillors to raise questions, as it is important to the University to have students input. He explained that the purpose of institutional planning is to determine what the University's roadmap will be. He stated that the University wants to serve the people of Saskatchewan, as well as the people of the world, as our University does a lot of work that benefits the planet. He said the real plan is to show where the University of Saskatchewan has come from and where it wants to go.

He introduced the Ambition of the University Plan, which he explained was the abstract of the plan. The Ambition states that the U of S wants to be recognized as the world's most engaged University, working together to discover and share knowledge and find solutions that impact lives and create opportunities for people in Saskatchewan and around the globe. He differentiated between the pillars and the commitments of the plans.

Pillars are ideals that the University stands for, whereas commitments are things that the University wants to happen. He said that he would discuss three commitments.

The first commitment is having courageous curiosity. This means to empower a culture of innovation to address the greatest problems known to humanity. This includes science and social innovation. He noted that there are four goals for this commitment. The first goal is to be curious, and inspire students, faculty, and staff with the responsibility and expectation to always be curious researchers and learners and artists. Another goal is to indigenize creativity and to expand the understanding and practice of Indigenous ways of knowing concepts. Another goal is to embrace interdisciplinary. Students look at problems from different angles, and the University wants to catch up with how students view problems from unique perspectives. Additionally, the University wants to seek solutions to humanity's issues.

The second commitment is collaboration. He stated that it has astounded him how collaborative this University is. The goals are to enrich disciplines, build and enhance academic research strengths, and encourage collaboration between all the disciplines. They want to make sure that the academic administrative structures enable academic collaboration for all students, staff, and faculty. Another goal is to foster partnership with internal and external stakeholders. The last goal for this commitment is to foster reconciliation. The University wants to embed reconciliation into every part of the University.

The third commitment is to inspire community. He stated he believes that the U of S is spectacular at this. A goal is to inspire change within our communities. The goals for this commitment are embracing and strengthening the bones of respect, trust, and shared benefits of Indigenous communities of Canada and globally. The University wants to celebrate stories. They want to energize champions and create relationships with the alumni and donor communities.

He stated that there are four aspirations that come out of these commitments. They are looking at authentic indigenization. They want to have enriched partnership with indigenous students, faculty, staff, and community. They want to have meaningful impact and innovation that helps community members achieve the social and economic goals. They want distinguished learners to have pride in their university. They want global recognition that our research, and academic programming are world class.

He explained that there are four priorities: discovery, indigenization, teaching and learning, and engagement. These are horizontal priorities. Vertically there are the Mission, Vision, and Value, which are sustainability, diversity, connectivity, and creativity.

He stated that there are five action plans that come out of this. There will be a Research Action Plan that the Vice President Research will be coordinating. Patti McDougall and her team will be looking at the Student Experience Action Plan. The Indigenous Engagement Action Plan will be looked at by the Vice-Provost Indigenous Engagement,

Jacqueline Ottmann. There will be the International Blueprint. The last one will be the Community Engagement and Outreach Plan.

He stated that they will be exploring alternatives to the undergraduate and graduate dichotomy, and allow more undergraduate research, which would allow students to complete finish their master's degree sooner. He asked for Council's input.

A councillor stated that he liked the aspect of promoting interdisciplinary practice. He addressed the issue of transferability between universities, for the students who will have an interdisciplinary degree. He asked if they had considered this?

Patti McDougall responded that there would be room in the Student Experience Action Plan for her and her team to address transferability. She noted that she wrote down that feedback and that they will address this.

Tony Vanelli stated that Universities who are better at transferability are typically more successful, and that we need to address it.

Regan Ratt-Misponas asked how they wanted to structure the northern footprint?

Tony Vanelli responded that they are looking at one initiative in Prince Albert. They need to look at what programs they want to put there. Jacqueline Ottmann will be looking into this along with Patti McDougall.

Regan Ratt-Misponas asked where in this vision do they talk about integrating the Indian Teacher Education Program and the Saskatchewan Urban Native Teacher's Education Program into the rest of the College of Education. He stated that these two diverse programs remain for a specific purpose and to service a specific group. He asked where do these programs stand in Vision 2025?

Patti McDougall stated that the Vision 2025 document no longer exists. She further stated that the ITEP program has been reviewed quite favourably in the spring, and now there are conversations on how we can strengthen it. There are no conversations about getting rid of it. There are conversations about whether we should be modelling other things we do around this model. They have been doing this at the graduate level as well. She did note that SUNTEP belongs to Gabriel Dumont Institute (GDI). It is a U of S or U of R Education degree, but it belongs to GDI. She stated that it would not be the University's place to suggest that we should take this over or that it should become the College of Education.

VP Kapacila stated that the Provincial Budget does not define the plan. She stated that Tony Vanelli's role in running the College of Engineering at the University of Waterloo had a big impact on the creation of this plan. She asked if he could speak to how the pillars will be changing the University's operating budget?

Tony Vanelli clarified that he is the Provost for the University and that he is not helping build Engineering here. He stated that if Universities have the right programs and the right research and graduate programs, and if quality students come in, it helps the University despite what the government is doing. He stated he strongly believes that this is the key aspect going forward. The University has to make sure that all of the individual programs are strong to ensure that students want to come to the U of S. He stated that it is wrong for Universities to rely heavily on International Students. He is not worried about the Budget because he is confident with our programs.

VP Kapacila thanked Tony for his statement.

Tony Vanelli stated that there are two issues that he wanted to raise. He argued that the issue is not tuition but accessibility. He argued that it does not matter where they set tuition, because if students are not able access to bursaries and scholarships, that is a problem. They need to make education more accessible to students.

VP Kapacila stated that she is pleased that the University is trying to be less modest, as this makes it easier to advocate on behalf of students.

VP Lau asked if they have any plans on how they want to engage students and make their experience more cohesive, especially if they are trying to make their academic calendar more full.

Patti McDougall thanked VP Lau for using the term engagement, as this plan wants to set the U of S apart because of engagement. She stated that there are different ways to be engaged; scholarly engagement, staff engagement, and student engagement. If we are striving to be the world's most engaged university, the way the Teaching and Learning Student Experience Action Plan is shaping up, they will be looking for ideas of what kinds of initiatives will help build high levels of engagement. Another issue that can help with this is enrolment: what can we do to attract more students to the University?

Tony Vanelli stated that one way students want to be engaged is experiential learning. The University wants to work with industry to help enhance the student experience.

VP Lau asked how will they address the issue of trying to increase enrolment when there are limited job opportunities in Saskatchewan? She also asked how they plan to be involved with distributed campuses in the student engagement plan?

Tony Vanelli responded that as the VP Academic, that the University does not train students for jobs, and that they train students to be critical thinkers. With that being said, he acknowledged that University needs to be mindful of this, because it is not good if students cannot get jobs at the end. He stated that interdisciplinary approaches will help address this issue, as it will allow students to help create new opportunities for themselves.

Patti McDougall brought up the aspiration about distinguished learners, and stated that our graduates are some of the most sought out graduates in the country. She stated that if we want to be more focused on quality enhancement, we need to understand competency requirements. She agrees that we are training students to be thinkers, whereas at SIAST they are training students for the market. She stated that it would be good to have partnerships with industry and perhaps with technical schools.

Councillor Murphy noted that enrolment does not correlate with accessibility, as tuition has increased over the past years along with enrolment increasing. He asked how can we have strategic enrolment with accessibility being considered, and where in the Institutional Plan is accessibility listed as a priority?

Patti McDougall clarified that she is using strategic enrolment in terms of where in the university do we have space for more students? If we are being strategic, how can we increase the capacity of the Department of Computer Science, or other areas that are popular. One example is that if the College of Kinesiology had more space and more staff and faculty, they would be able to take more students. This is what she means by strategic enrolment.

Tony Vanelli responded that he worries about whether students are going to be able to pay for their education, because they may be qualified to come here, but they might not have access to the funds to pay for it.

Patti McDougall stated that accessibility and affordability is a principle in the plan. She stated that one of the things that they need to be doing is fundraising and try to target it towards students scholarships. She further stated that another accessibility issue is first generation students. This can be a barrier even if money is not. There are academic support services to help with this issue.

Councillor Heintz thanked the guests for the plan. He stated that he cannot see the world being the same in the next four years. He wanted to know the rationale of going with an eight-year plan as compared to a four-year plan?

Tony Vanelli responded that there will be review processes over the eight-year term to address the parts of it that are outdated or no longer suit the present. He stated that there are midterm reviews and presentation, and with consultation from student bodies.

Councillor Koh-Steadman noted that there was not a lot of emphasis on sustainability in this plan. He asked if there was any initiatives that were directed towards increasing the sustainability programs on Campus?

Tony Vanelli stated that sustainability is embedded in the collaboration and community portions of the Plan. He stated that they are at a more conceptual level of creating this plan, and that there will be more text about Sustainability when it is finished.

Patti McDougall stated that the U of S has eight different programs related to the environment. She stated that Sustainability is a large construct, and that it encompasses many different things. Some people may think of environment, some people may think of entrepreneurial.

Councillor Roberts asked what direction does the University want to go in terms of Indigenization?

Patti McDougall stated that there are two aspects that she wants the University to focus on. The first is to reduce the education gap between Indigenous and non-Indigenous degree holders. There is a double-digit gap in the province. The other is to become a welcoming space for Indigenous students in all aspects of the University. Further, Vice-Provost Indigenous Engagement, Jaqueline Ottmann will be leading the Indigenous Engagement Action Plan. She stated that no other U15 Universities have Indigenization in their plan.

VP Lau noted that in the plan for sustainability, the concepts include environmental, social, and economic considerations. However, in the ASHE, the definition of Sustainability encompasses human and ecological health, social justice, and securing livelihood and better life for future generations. She noted that the Office of Sustainability, the GSA, as well as the USSU have signed a joint statement on the Sustainability pillar of the plan.

President D'Eon stated that if the Councillors had any questions about the plan, they can address the Executive, and he also asked for Patti and Tony to leave their information so Council can get in touch. He thanked the guests, and noted that the USSU is one of the first groups to see the plan.

### **3.3 By-Election Update**

President D'Eon reported that they had the orientation for the candidates running for the election. He noted that there are empty seats in STM and Education.

He also noted that Councillor Sylvestre has resigned from Council.

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

**4.1 USC Minutes- September 28, 2017**

**4.2 Executive Committee- October 2, 2017**

**4.8 Budget & Finance Committee – September 27, 2017**

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

Move to accept the minutes and reports into the record.

**USCMotion030:** President D'Eon/VP Quan

**Carried**

## **6. Business**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

VP Kapacila noted that there had been a few occasions of Councillors apologizing for questioning guests, and she stated that questioning is appropriate in this setting.

VP Quan stated that as of next week, Campus Legal Services will be up and running, and that they can provide advocates for academic and non-academic hearings.

VP Kapacila reported that on October 12<sup>th</sup>, the Executive will be doing Accountabilities. She invited Council to come and ask questions, and stated that this process is important for when the budget comes forward.

VP Quan noted that the Sheaf has a new feature that summarizes what Campus Protective Services have been doing over the past week.

## **9. Adjournment**

**Executive Meeting  
Minutes for October 10, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

Projects:

- SSC: Finalizing research Friday Oct. 20; received invitation to participate in national project, "Shared Perspectives"
- Board of Governors: Prep for meeting done, meetings taking place Oct. 11 and 12
- Leadership meetings: Met Gord Wyant and Trent Wotherspoon, still awaiting confirmation from three other candidates
- Committees: Meeting times set, both external and Indigenous student affairs will meet in the next two weeks
- AOC meeting set for October 18th

Communications:

- Mikaela Spooner (President, EBSS)
- Jordan Hartshorn (ISSAC)
- Sarina Gersher (City of Saskatoon)
- Kenny May (President, WCVMSA)
- Ryan Brezinski (President, SDSA)
- Briane Saathoff (President, ESS)
- Aliya Abassi
- Ken Cheveldayoff's office (MLA)
- Sheena Rowan (Secretary, Board of Governors)
- Robert Henderson

Meetings:

- Saskatoon Pharmacy and Nutrition Students' Society
- Huskie Athletics
- Edwards Business Students' Society
- Trent Wotherspoon
- Karen Chad (Vice-President Research)
- Raj Nayak (Innovation Enterprise)
- Gord Wyant

- Joy Crawford (Board of Governors)
- Sophie Helpard (Executive Director, OUSA)

Events:

- Sisters in Spirit Vigil
- ISC Game Night
- Bladerunner 2049 (very kool)

**VP Kapacila:**

Meetings:

- Met with the Dean and Vice Deans of Arts and Science
- Social Committee Meeting (October planning)
- Health Sciences Association Ratification
- Campus Career Expo (Entire Day)
- Engineering Office Hours
- Meeting with Sean Gilchrist (Accessibility for students, Huskie Athletics)
- SSC Meeting Pre Rally
- Rally in Prince Albert (Carlton, St.Marys)
- Meeting with Tony and Patti (Accessibility for students, risk management, mental health services)
- Breakfast MC Planning meeting with ISSAC
- Abigail (PSA)
- Nigerian Students Society
- On Campus Insurance Database (Vanessa from roomscheduling)
- Louis' Meeting
- Peer Health Mentors
- Marketing and Promotion Event put on by Peer Health Mentors
- Campus Master Plan Workshop
- Budget and Finance Committee
- Planning for MC'ing at ISSAC Retreat
- Planning and Priorities
- Admin Team Meeting
- Chillin' for Charity ( Meeting with JDC WEST)
- Chillin' for Charity (JDC WEST, Merv Dalh, Gift, Noreen, Russ Isinger, Caroline)
- Planning Meeting to MC Open House (Charlene and Kehan)
- ISSAC Retreat
- Meeting with Shawn Burt and Mike Jenkins (Huskie Athletics)
- Meeting with USASK Strong
- Meeting with USASK Strong, Kovitch and Louis'
- Budget and Finance
- Formula 1 Racing proposal
- Prepping for Risk Management Sessions (Patti McDougall, Peter Hedley)
- Risk Management Session (Education Students Society)
- Ag Bag Drag Meeting (Insurance, Misogynistic Posters)
- Sisters in Spirit Vigil

- President's Breakfast
- Pictures with Olivia
- Executive Meeting (Low income grants versus Universal tax credit discussion)
- Transit (Park and Ride, New Upass Cards)

Upcoming Meetings:

- Meeting with the Mayor
- Budget and Finance
- Planning and Priorities
- Patti, Peter, Beth Risk Management
- TNC Stakeholder Group
- Building Resilience in Youth Workshop
- Senate Orientation
- August - September Financial Accountabilities
- Risk Management Session with Agriculture
- AOC
- Huskie Athletics and USASK Strong
- Beth Bilson, Non-Academic Misconduct Policy Presentations
- Prince Albert Trip
- Peer Health Mentors (Peter Hedley)
- Merv Dalh, USASK Archery, Protective Services, Caroline
- Meeting with Matt Fehr about Louis' Loft Sandwich Contest
- Meeting with Pepsi to discuss quality of relationship
- Transit (Park and Ride, Ad Hoc Committee)

**VP Quan:**

- Orientation for Campus Legal Services – were very appreciative of Jessica's information re. academic grievances – she and they will continue to work towards ensuring a solid framework for assisting students.

Projects

- Campus legal services
  - Presented at the CLS orientation about academic advocacy by providing information about academic grievances and the role that CLS can play in providing advocates for students in hearings
- USSU On Air Podcast
  - Episodes from CFCR have been loaded onto the podcast (iTunes)
  - We still need to upload council recordings
  - Currently working on a marketing strategy / unveiling of the podcast

- Sisters in Spirit Vigil
  - Banner for Missing and Murdered Indigenous Women and Girls was produced, spent 2 days accumulating signatures and presented the banner during the vigil on Wednesday, Oct. 4th
- Last Lecture Speaker Series
  - The Kin Students' Society will no longer be able to do this event
  - Will be happening next semester
- Undergraduate Project Symposium
  - Email drafts to funding sources, speakers and different stakeholders has been made
  - Communications request submitted for the UPS graphic(s)
  - Open call for submissions to be made pending the creation of these graphics
- Academic Affairs Committee
  - Have reached out to my committee members to set a date and time for our first meeting, circulated different agenda items

#### Weekly Tasks

- CFCR - Councillor Kobes to record episode with Sarah White from SWITCH
- Academic grievances - 1 new grievance, informal college-level

#### Meetings and Events

- Campus Legal Services Orientation
- Shawn Burt and Michael Jenkins - Huskies
- Research, Scholarly and Artistic Work committee meeting
- Academic Programs committee meeting
- Student Learning Services meeting
- MMIWG banner tunnel shift
- Sisters in Spirit vigil

#### Communications

- Salome van Rensburg - co-curricular records
- Beth Bilson and Keir Vallance - Campus Legal Services
- Sandra Calver - University Council
- Danette Stang - Student Forum
- Jay Allen - CFCR, FM-Phasis
- Heather Ross - Gwenna Moss Centre for Teaching and Learning

**VP Lau:**Sustainability week is this week

- **Rink:** VP Lau has made a good start on the proposal. She is still waiting for more information from other interested parties. In the meantime she noted that

the rink aligns with mental health and physical activity and sense of community. The target audience is anyone on campus as well as interested community members. Two different rink options are being explored. There will have to be money to ameliorate the damage to grass. Gift Martufu will provide maintenance and storage for the rink over the summer. She is working on a list of potential sponsors with Jason Ventnor. VP Lau will report back on sponsorship asks but that it may necessary for USSU to provide the initial capital for the rink. Grounds will assist with building the rink. They will do twice weekly maintenance but she will also be looking for volunteers to help with maintenance. There are two options for the rink – carpentry will build it with pressure treated wood – at a cost of \$7900.00. It will not last as long as the snap together. The cost of the snap together is about \$8000.00 U.S. plus shipping. VP Lau will bringing to Council very shortly.

#### Rink in the bowl

- met with Jason regarding on sponsorship letter and potential sponsors
- sent out proposal to stef & JV

#### FMP3

- Met with Monica from FMD, confirmed that the uni staff will refill the baskets in the future! YAY!
- bought more baskets

#### Model UN Sustainable Goals Seminar

- touched base with Sydney
- MC script with Ajay

#### Committees:

- sent out meeting times options to both committees
- set up agendas

#### Meetings:

- Met with Namarta from University Relations
- Met with Shawn Burt and Huskies Athletics
- Met with Peter Hedley regarding on the sexual assault incident on campus
- Went to a BFC meeting

#### Communications:

- Contacted Sandra from the president's office of sustainability

#### Others:

- Comm request for BIke pumps & bike tools
- office shopping trip: baskets & condiments for centres
- Went to the Sisters in Spirit Vigil
- Friday: Took ADO in the am, EDO in the pm

## **4. Business**

### **4.1 FMP**

The shipment came and is currently stored in Louis'. FMD will be responsible for distribution and so we can store them in their spaces. She will need to get the material to them. Going forward the products will go straight to FMD rather than going to Louis'.

#### 4.2 Leadership Candidate Meetings

President D'Eon has been talking to each candidate in provincial leadership race. He has found the meetings very valuable in getting to know people early on.

#### 4.3 Council Social

There will be a Council Social taking place on October 19th at Alexanders, as Louis' s fully booked.

#### 4.4 SECC partnership

Bailey from Agriculture would like USSU to give resume talks to students but the Executive is not qualified to do this. She would like to refer to SECC and so will get in touch with SECC and see what partnership can be set up.

#### 4.5 University Council Report

President D'Eon will send his report in today for October. He would like everyone to take a quick look at it and add any issues that might be up-coming – academic matters, risk management.

#### 4.6 Book Launch

Three Indigenous authors are launching books.

Move to promote Canada 150 Indigenous Authors.

**EXECMotion018:** President D'Eon/VP Quan

**Carried**

#### 4.7 Academic Integrity Model

VP Quan working on academic integrity model for on-line classes but that can also be used for all classes. She has been asked to participate in this and is very willing to be involved. Helps to prevent misconduct before it happens.

#### 4.8 Parliamentarian's Course

Everyone needs to take these very quickly and Scott might have to be away. Caroline will help everyone to register

#### 4.9 By-Election Update

The USSU cannot run the Indigenous election because it was not advertised. Additionally, we also do not have anyone who has stepped forward for Education or STM. We will need to have another by-election.

#### 4.10 AOCP

The Sheaf has requested to have someone at the meeting and to get more information about the AOCP.

#### 4.11 Meeting with the Mayor

The Executive will be meeting with Mayor Charlie Clark for lunch next week. Will discuss a variety of issues pertinent to University students.

## **5. Adjournment**

	Sept. 14	Sept. 21	Sept. 28	Oct. 5						
Abbasim, Aliya	P	P	A	R						
Cameron, Mason	P	P	P	A						
D'Eon, David	P	P	P	P						
Dumont, Darcy	P	P	P	P						
Erlandson, Erika	P	P	P	P						
Heintz, Austin James	P	P	P	P						
Kapacila, Deena	P	P	P	P						
Kobes, Brent	P	P	P	P						
Koh-Steadman, Noah	P	P	P	P						
Lau, Crystal	P	A	A	P						
McMillan, Alexandria	P	P	P	P						
Murphy, Aidan,	P	P	P	P						
Nagel, Madison	P	P	P	R						
Phillips, Kylie	P	P	P	P						
Quan, Jessica	P	P	P	P						
Roberts, Kiefer	P	P	P	P						
Samson, Kirsten	P	P	P	P						
Trudel, Keana	P	P	R	R						

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
October 19th, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Council Addresses**
  - 3.1. Colten Yamagishi - StudentCare**
  - 3.2. Co-Curricular Records**
  - 3.3. Female Menstrual Products**
  - 3.4. Rink in the Bowl**
- 4. Minutes and Reports for Information**
  - 4.1. USC Minutes – October 12, 2017**
  - 4.2. Executive Committee - October 16, 2017**
  - 4.3. Academic Affairs Committee Minutes and Report**
  - 4.4. Appointments Committee Minutes and Report**
  - 4.5. Code of Ethics Disciplinary Tribunal 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. Indigenous Student Affairs Committee Minutes and Report**
  - 4.10. International Student Affairs Committee Minutes and Report**
  - 4.11. Student Affairs Committee Minutes and Report**
  - 4.12. Sustainability Committee Minutes and Report**
  - 4.13. Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
  - 6.1. Nominations for Committees**
    - 6.1.1. Operations and Finance Committee**
    - 6.1.2. Sustainability Committee**
    - 6.1.3. Student Affairs Committee**
    - 6.1.4. External Affairs Committee**
    - 6.1.5. Academic Affairs Committee**
    - 6.1.6. Ad-Hoc Transit Committee**
  - 6.2. Amendment to Bylaws regarding By-Elections**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, October 12, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Keana Trudel, Agriculture and Bioresources  
Aliya Abbasi, Nursing  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair  
Stefanie Ewen, Facilities Manager

**Regrets**

Kirsten Samson, Arts and Science  
Darcy Dumont, Law

**Absent**

**Guest List**

Nykole King  
Tanner Bayne  
Sophia Lagimodiere  
Charlene Sorenson  
Devon Schollar  
Renea Cave  
Adam Gardner  
Regan Ratt-Misponas

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

President D'Eon moved to add 3.1 President's Address. No one was opposed.

Move to accept the amended agenda.

**USCMotion031:** President D'Eon/Councillor Phillips

**Carried**

## **2. Introductions**

President D'Eon introduced Stefanie Ewen, Nykole King, Tanner Bayne, Sophia Lagimodiere. He also introduced Charlene Sorenson, the Associate Dean of the Library.

## **3. Council Address**

### **3.1 President's Address**

President D'Eon reported that he has been at the Board of Governor's meeting, and that there has been a change in the Confidentiality Policy. This allows the members of the committee to report back to their constituents about the work that the BOG is doing. He stated that he will be including a report next week about the other changes that have been made. He noted that the timetable for setting tuition has changed; whereas, tuition was decided at the December meeting, it is now being decided at the March meeting.

He continued with a By-Election Update. He reported that this is the first time in a few years that there is someone running for the Dentistry spot. He stated that there are three seats that still need to be filled. These are the Indigenous Students, Education, and STM. The budget has only allotted money for one By-Election; however, the Bylaw states that By-Elections have to run until January 31 to fill empty seats. This means that there will have to be additional By-Elections to fill those seats, which will put us over budget.

He reported that the Library Masterplan would be reported on at this committee. He also stated that the Strata Presentation will have a vote afterwards.

### **3.2 Charlene Sorenson – Library Masterplan**

Move to go into informality.

**USCMotion032:** President D'Eon/VP Quan

**Carried**

Charlene Sorenson reported that the library has been working on redoing the library for a long time. They are looking to create a sustainable and efficient library that meets student and faculty needs. There has been a Steering Committee that reformed in January 2015, to discuss what the library needs to do. The group created the Vision document, which is

high level. The document talks about creating community and encouraging connectedness. They want to promote engagement. From here they felt like they needed more tangible goals, so they hired a consultant last year. They gave presentations to student groups and faculty. In the fall of 2016, there was a survey sent out to students, as well as having Town Hall Discussions to consult. From there, the consultants created this plan. They held presentations of the master plan to a variety of groups. They want to make sure the spaces of the library are flexible and multi-functional. They want the spaces to be inspiring and innovative. They want the spaces to be safe and comfortable, with access to natural light. They will not be building new buildings; they will just be changing their current spaces. At the present, the majority of library space is taken up by collections. There is a storage facility on Campus called the General Purpose Building, which has 15 kilometers of movable storage space. They will be installing compact mobile shelving throughout the current libraries. They will be starting this on the lower level of the science library. They will collaborate with libraries in western Canada, to reduce and share archives. This will all be done to create more study spaces. She highlighted some of the changes to Murray Library. One such change is using the fifth floor of Murray Library entirely as a special collection storage space.

Councillor Phillips asked if they would be doing any work to the Health Sciences Library, as it is fairly new?

Charlene responded that they will not be doing much. There are certain shortcomings, such as there only being washrooms on the main floor.

Councillor Heintz stated that a rule in Murray Library is that the study spaces get quieter as you go to higher floors. He asked if the new library will continue with this model?

Charlene Sorenson stated that the new library would not follow this model. The sixth floor will be for offices, and the fifth floor will be for special collection storage.

Charlene stated that the Steering Committee is not meeting as regularly as before, as they have the plan finished. What they need now is money. They have a plan ready if they receive Federal funding. There is a website ([library.usask.ca/libraryplanning](http://library.usask.ca/libraryplanning)), which they keep up to date with what is happening in the library.

Councillor Murphy noted that much of the flooring and walls in Murray are outdated, and asked if they are planning to update them?

Charlene stated that this is on their radar; however, they do not want to do minor renovations as there might be large-scale work being done in the future.

President D'Eon asked if they had considered nap rooms?

Charlene responded that the reality for this is that there is not space for nap rooms. She noted that they have active Take-A-Break rooms that have lego and other activity-based stress relievers.

Councillor McMillian asked how students would retrieve materials from the storage facility?

Charlene responded that students can reserve the books online, and input which library they would like to pick the materials up from.

### **3.2 Strata Development**

President D'Eon introduced the members of the Strata team, Devon Schollar, Renea Cave, and Adam Gardner.

Devon reported that they have looked at four components: three in the Memorial Union Building, and one in Place Riel. He stated that Renea will lead the Councillors through the projects in the MUB.

Renea stated there are two plans: the main floor plan and the second floor plan. In the front staircase, they are planning to update all of the floors, which they are suggesting a cohesive polyurethane flooring option. Up the stairwell, they will be doing a rubber tread with the safety tape stripping for the visually impaired. She presented some of the materials that they are suggesting for the project. There is a wood wall in the building, which they are suggesting to either refinish or paint. They are suggesting to keep the oak windows and railing as they are important for the building.

Devon reported that component one on the sheet distributed to Councillors, details the cost for the front staircase. Component two details the cost for the polyurethane flooring and the back staircase.

Renea reported there are also looking at updating some of the ceiling and the lighting fixtures. They are additionally updating the fireplace.

Devon reported that the next project they are looking at is a furniture update in Place Riel. They have three different areas. The first space is the collaborative space, and they are suggesting a new table, which would provide space for 12 people. Those tables would have integrated power in them so people can charge their electronic devices. Those tables would also have a footrest. In area 2, they are also suggesting tables, as well as some lounge chairs. In the third area, which is the main bus lobby, there will modular soft seating, which can be arranged in different ways. They will also have high back freckle chairs, which are domed shape and offer some privacy.

Devon reported that everything they have presented is conceptual. In the budget, they have included a 15% contingency line. He noted that everything is yet to be competitively bid.

Councillor Phillips asked if they would be able to mix and match the furniture in Place Riel?

Devon responded yes. They want to maintain the function of Place Riel.

GM Cottrell stated that Place Riel was never meant to be in the location that it is currently, and that it was supposed to be where Kinesiology is. It morphed into a transit zone. After the renovation, it morphed more into a student centre. Stefanie Ewen and herself have observed the need to create some niche spaces. The intent of this was to create a different feel for Place Riel, which has resulted in students using the space to study. They do not want the space to be solely a transit space, but a space where students can study, meet, and collaborate.

VP Quan asked how would they transition with the new furniture, and what timeline are they looking at?

Devon responded that both projects are intended to take place during the Christmas Break. This is to stop from displacing students from these spaces. They would tackle the bus seating first.

Councillor Roberts asked if Strata Development was in charge of the work done on previous renovations?

Devon responded that they handled the Louis' renovation.

Councillor Murphy asked if there will be any attempt to rebrand or change the marketing strategy for Louis' Loft, as they have budgeted for a new sign?

GM Cottrell responded maybe. The intent is to continue to brand Louis' Loft as a space for functions. She gave some history on the space in Louis' Loft. One of the complaints that was common for Louis' was that it was always closed for concerts. They created Louis' Loft as a swing space.

Councillor Murphy asked if they are going to be re-designing the signage for Louis' Loft, and if students can be involved in this process?

GM Cottrell responded that students could possibly be involved in this.

Stefanie Ewen stated that they want a logo similar to the illuminated Louis' sign for Louis' Loft.

Councillor Murphy noted that under component 2, the urethane flooring makes up the majority of the cost. He asked if they had considered using a different material?

Devon responded that they chose to go with the urethane product, as it lasts 25 years before it needs to be resealed. Other urethane flooring such as Terrazzo, requires much more maintenance.

Councillor McMillan asked if people would be able to move the chairs in Place Riel?

Devon responded that the chairs are heavy enough, that people sitting on them will not move them, and that people will not be able to move them outside of Place Riel. The chairs can be refigured in the future.

Renea stated that the nice thing about the furniture they are suggesting is that it is very flexible.

Councillor Trudel asked why they are going with high tables?

Renea responded that in working areas, high tables offer more flexibility as people are able to sit or stand at the table.

Councillor Murphy asked if there would be new signage on the upper floor that indicates the purpose of the MUB?

VP Quan responded that herself, VP Kapacila, Stefanie Ewen and GM Cottrell have been working on making a plaque that would go right outside the MUB. They will have 160 words to talk about the historical significance of the MUB, as well as what it is used for today. They have been drafting blurbs presently, and they will bring it to Council when it is more finalized.

GM Cottrell noted that last week she met with the Alumni Association, as they were partly responsible for raising funds for the creation of the MUB. Part of this was for the fireplace. She has asked the Alumni Association if they know of any university graduates who have died since the Korean War. If there are any, they will honor them in a new way.

Councillor Kobes asked what are they doing to make this project as sustainable as possible?

Devon responded that the flooring material will be very durable and long lasting. In regard to the lighting, they will use all LED light fixtures, which has a lower operational cost. They will be using low-emission paint.

Stefanie Ewen stated that this last summer they had a windows renovation project in the MUB, and there was a lot of discussions about what they could do to preserve the windows. However, they also discussed how they can make the building more energy efficient through the windows. She also noted that one of the furniture companies they are looking at is Canadian based.

Renea stated that the furniture can be refinished, when the fabric because worn out.

GM Cottrell stated that the University paid for the windows in the MUB.

Stefanie Ewen reported that she has talked with some of her University contacts, and they might take some of the concrete furniture from Place Riel after they are replaced.

### **3.4 By-Election Update**

President D'Eon stated that each election is \$4,000 to run. He stated that the Executive is asking for Council to amend the Bylaw, ahead of the AGM, to align the cut off date for Councillors with the cut off date for the Executive, which is December 1<sup>st</sup>. If Council was amenable to this, it would still need to be reconciled at the AGM.

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

### **4.1 USC Minutes- October 5, 2017**

### **4.2 Executive Committee- October 10, 2017**

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

Move to accept the minutes and reports into the record.

**USCMotion033:** President D'Eon/Councillor Heintz

President D'Eon noted that there was an error in the attendance for last week's Council meeting, and that Councillor Cameron was absent.

**Carried**

## **6. Business**

### **6.1 Ten minute recess**

Move to take a ten minute recess.

**USCMotion034:** President D'Eon/VP Quan

**Carried**

### **6.2 Motion for Infrastructure Fund**

President D'Eon reminded Councillors that they have the authority to table motions.

GM Cottrell reported that the schedule intent for the MUB is to not affect business. They have asked if they can do the floor over the Christmas break, and the contractors have said yes as long as they can do some prep work before. The rest of the projects will not require closures, as traffic can be rerouted. She also stated that they will schedule to change the furniture on the first of May so they do not make students stand outside.

Move to authorize the expenditure of \$457,280 from the infrastructure fund for the renovations to the mainfloor and east stairwells, the fireplace in the MUB, and to replace the furniture in south Upper Place Riel as per the preliminary budget provided by Strata Development.

**USCMotion035:** President D'Eon/VP Quan

Councillor Phillips asked GM Cottrell to speak about how funding this project would affect our finances?

GM Cottrell stated that Infrastructure policy requires us to keep \$750,000 in reserve in the Infrastructure fund, plus CPI. She stated that the reserve now sits at \$836,416.30. Amanda Mitchell, the USSU Controller, has saved a three-month mortgage reserve on top of the Infrastructure reserve. This amounts to \$402,807.67. She stated that if Council approves this expenditure, we would still have a reserve of about \$1.8 million dollars with the money we will receive this year.

Councillor Murphy asked if there was any way to get students more involved in the nitty-gritty details of the project?

GM Cottrell responded that they are always open to consulting with students. She stated that the University does own the building; however, we do not ask them permission, and we tell them what we are doing. She said, within reason, we can consult with students.

President D'Eon stated that the Councillors should feel welcome to take the details of the project back to their constituents.

Councillor Murphy stated he was thinking about more consultation regarding advertisement, as well as opportunities for students to be more engaged. He stated that it would be beneficial to have students help them make decisions such as what furniture they will pick for Place Riel.

GM Cottrell responded that when they renovated Place Riel, they had a whole website dedicated for students to give their input. They kept everything up and active for students for almost four years. She stated that although we would not want to go to that extent for this project, that there are ways we can keep the student body engaged.

Councillor Phillips asked if there could be the opportunity to turn this into an experiential learning opportunity? She stated that possibly they could get engineering students and planning students involved?

GM Cottrell stated that this could be an insurance issue. She said she would be willing to raise this proposition to Strata.

Councillor Kobes asked if there had been any conversations with the centres, to make sure that the students will still be able to access their services while these renovations are taking place? He asked if they will be renovating on the November break?

GM Cottrell stated that there will be nothing done during the November break. They will be closing the MUB on December 21<sup>st</sup> until January 2<sup>nd</sup>.

President D'Eon read the following statement from VP Kapacila, who had to leave early: "It has been my great pleasure to work with Strata over the past six months. I first got to know their team when I started as an Executive member on May 1<sup>st</sup> and I worked closely with them throughout the Louis' project and the renovation of the bathrooms in Lower Place Riel. To say I have been impressed with their work is an understatement. They brought the Louis' project and the bathroom project in on time and under budget. The Louis' project in particular speaks to their skill in design and execution – the space has a coherent look and feel that it lacked previously, and it was designed to serve its multiple functions and audiences.

Of the Strata's most important attributes is that they are true to the building or space in which they work. When working on a space such as the MUB this attribute is especially important. The MUB is a class B heritage building, originally opened on Remembrance Day and so remaining true to its original spirit is critically important. I believe the sensitivity of Strata's team to preserving while repairing and updating is a vital part of the reason for them to be engaged as the designers/project managers.

Moreover, Strata is a completely transparent and accountable company. They charge a flat rate of 10% for administration and management and so their costs are known from the start. They tender all components of the job so we are assured the best possible rates for the products we choose.

In short, I believe Strata's record stands for itself and I highly recommend we hire them to manage the final remediation of our beautiful building".

Councillor Heintz stated that he is in favour of these projects. He noted that the fact that the Strata projects have come under budget is great.

GM Cottrell reported that the bathrooms came under budget by 15%, and the Louis's renovation was under budget by about \$30,000; however, they spent it on new furniture.

Councillor Phillips asked if GM Cottrell could speak to a question raised by one of her constituents, about whether they have reached out to get budgets from other companies?

GM Cottrell responded that Strata is a development company. They do the tendering of the project. The components of the project will go under an open bid process. They have not gone to other companies. She noted that she has a wealth of experience working on projects, and that Strata has been amazing to work with. She stated she appreciates their openness, as they are upfront with what they will charge. She stated she is familiar with their work around their city, and that they are reputable.

VP Quan stated she is in favour of this project for a number of reasons. The back staircase in the MUB is not pleasant, and there are studies that show that environments that are deteriorating tend to be less safe. Additionally, she stated that we need to do the fireplace more justice and make it more presentable. She stated that there are bathroom tiles lining the fireplace and that it looks dingy. She stated that we need to honour the students who attended this university who have lost their lives at war. She continued stated that it is important to update the furniture in Place Riel, as there are many people who come into this space who are not a part of the University, and the environment should reflect what the University is like.

Councillor Murphy asked if Council wanted to ensure student consultation for this project, which committee would be best to handle this?

President D'Eon stated that there is no committee that is meant to handle student consultation. He noted that we do not have an interior decorating committee. He recommended bringing this information to his constituents, and stated that this would be the most efficient way to get student input.

President D'Eon asked when the furniture would be moved into Place Riel?

GM Cottrell responded that it can come in at any time when they order it.

Councillor Phillips asked if Council is able to pass the projects separately.

GM Cottrell responded that she has asked Devon this, and he responded that there are economies of scale. We staged the washroom and Louis' renovations at the same time, so there were benefits of completing these projects at the same time, which resulted in us saving money.

Councillor Murphy asked if Council agreed that they should leave the \$87,000 allotted for picking furniture up to the discretion of students? This way, students can pick what aesthetic they want the furniture to look like.

President D'Eon responded that it is up to Council to approve expenditures from the Infrastructure Fund, and this cannot be proxied.

GM Cottrell responded that the \$87,000 is based on the furniture that Strata is suggesting. She said that Council may want to consider creating an Ad Hoc Committee. She noted that Council has to make the decision at the end of the day, and that we cannot consult all 17,000 undergraduate students.

President D'Eon stated that if you open projects up to consultation, it sets precedence for consultation to always have to take place, which is not always realistic.

**Carried**

### **6.3 Transit Ad-Hoc Committee**

VP Quan stated that VP Kapacila feels it necessary to strike an ad hoc committee focused on transit and transit related issues. VP Kapacila feels this is necessary for several reasons:

- 1) There is a proposal coming to city council for a made in Saskatchewan Taxi company alternative to Uber
- 2) Rapid Access Transit
- 3) Place Riel as a Transit Hub in the Rapid Access Transit Model
- 4) Designated Park and Ride, Students are now being ticketed in Lawson Mall and Walmart on Preston.

The Committee makeup will be VP Kapacila as the chair, four Councillors, and two SALs.

Move to create the Transit Ad-Hoc Committee.

**USCMotion035:** VP Quan/Councillor Murphy

Councillor Heintz asked if they would elect three Councillors today and one after the By-Election, and he also asked what the time commitment would be like?

President D'Eon responded that this is up to Council.

**Carried**

Move to open nominations for three of the four spots allotted for Councillors on the Transit Ad-Hoc Committee.

**USCMotion036:** President D'Eon/Councillor Heintz

**Carried**

Councillor Murphy nominated himself.

Councillor Kobes nominated himself.

Councillor Koh-Steadman nominated himself.

Move to close nominations.

**USCMotion037:** President D'Eon/Councillor Heintz

**Carried**

The Councillors elected to the Transit Ad-Hoc Committee are Councillor Murphy, Councillor Kobes, and Councillor Koh-Steadman.

## **7. Any Other Business**

### **7.1 Sheaf- Nykole King**

Nykole King noted that she is the News Editor from the Sheaf. She stated that when they are writing articles about certain colleges, she would like to follow up with the Councillors from that college and possibly have an interview. She asked if Council would be ok with her getting their contact information?

President D'Eon requested GM Cottrell to reach out to all of Council to see if anyone is opposed to this, as there are Councillors who are missing.

Chairperson Hitchings noted that everyone at the table seems to be ok with having their contact information shared.

## **8. Questions, Comments, and Announcements**

Councillor Phillips asked how often or quickly do we have to uphold By-Elections if seats are left vacant?

President D'Eon responded that the USSU is required to continue to hold By-Elections as long as there are vacant spots on Council, up until January 31<sup>st</sup>. They consult their lawyers to interpret this Bylaw.

Councillor Phillips asked how soon after a By-Election ends do we have to have another if a seat is still vacant.

President D'Eon stated that Jason Ventnor, the Communications & Marketing Manager, sets the schedule, and then brings it to the Elections Committee.

Councillor Cameron noted that they are still selling tickets for their Ag Bag Drag event, which is taking place on October 27<sup>th</sup> at Prairieland Park. He noted they will be selling tickets all of next week in the Arts Tunnel.

Councilor Roberts asked when is the AGM?

President D'Eon responded that the AGM is taking place on November 23<sup>rd</sup>. He stated that Councillors are required to be at this meeting.

Councillor Heintz asked at what time?

President D'Eon responded at 6 pm, and that it replaces the usual USC meeting.

Councillor Murphy asked if he could have a copy of the Strata sheet to bring back to his constituency.

Councillor Roberts reported that the ISC and the IGSC are hosting an event called Pathways to Indigenization, and it is a student town hall discussion to discuss a student perspective of indigenization on campus. It is taking place on Tuesday, October 17<sup>th</sup>, at 4 pm. It will take place at the Gordon Oakes Red Bear Student Centre.

Councillor Nagel reported that the ESS is holding a Beer Night tomorrow night at the Thirsty Scholar. She also reported that on October 25<sup>th</sup>, they will be doing Mini Golf.

Regan Ratt-Misponas asked when the lawyer would take Bylaw changes under consideration and when students can put their Bylaw changes forward?

President D'Eon responded to Regan Ratt-Misponas that they need enough time for the lawyers to review the proposed changes.

Councillor Kobes stated that the annual SWITCH Zombie Run on October 22<sup>nd</sup>, and that you can register on their website.

VP Quan stated that if Councillors want to be a part of the CFCR USSU Radio Show, get in contact with herself.

## **9. Adjournment**

**Executive Meeting  
Minutes for October 16, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:08 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

Projects:

- Board of Governors: Ate up my whole week

Communications:

- Sydney Boulton (The Sheaf)
- Sophie Helpard (Executive Director, OUSA)
- Sandra Calver (Secretary, University Council)
- Greg Fowler (VP Finance & Resources)

Meetings:

- Board of Governors (Oct. 11 & 12)
- President's Breakfast

Events:

- Board of Governors Dinner

**VP Kapacila:**

VP Kapacila noted that Trent Wotherspoon and Ryan Meili of the NDP want to meet with the whole Executive team to talk about mental health, academics and student loans.

Meetings:

- Met with the Dean and Vice Deans of Arts and Science
- Social Committee Meeting (October planning)
- Health Sciences Association Ratification
- Campus Career Expo (Entire Day)
- Engineering Office Hours
- Meeting with Sean Gilchrist (Accessibility for students, Huskie Athletics)
- SSC Meeting Pre Rally
- Rally in Prince Albert (Carlton, St.Marys)
- Meeting with Tony and Patti (Accessibility for students, risk management, mental health services)
- Breakfast MC Planning meeting with ISSAC
- Abigail (PSA)
- Nigerian Students Society

- On Campus Insurance Database (Vanessa from roomscheduling)
- Louis' Meeting
- Peer Health Mentors
- Marketing and Promotion Event put on by Peer Health Mentors
- Campus Master Plan Workshop
- Budget and Finance Committee
- Planning for MC'ing at ISSAC Retreat
- Planning and Priorities
- Admin Team Meeting
- Chillin' for Charity ( Meeting with JDC WEST)
- Chillin' for Charity (JDC WEST, Merv Dalh, Gift, Noreen, Russ Isinger, Caroline)
- Planning Meeting to MC Open House (Charlene and Kehan)
- ISSAC Retreat
- Meeting with Shawn Burt and Mike Jenkins (Huskie Athletics)
- Meeting with USASK Strong
- Meeting with USASK Strong, Kovitch and Louis'
- Budget and Finance
- Formula 1 Racing proposal
- Prepping for Risk Management Sessions (Patti McDougall, Peter Hedley)
- Risk Management Session (Education Students Society)
- Ag Bag Drag Meeting (Insurance, Misogynistic Posters)
- Sisters in Spirit Vigil
- President's Breakfast
- Pictures with Olivia
- Executive Meeting (Low income grants versus Universal tax credit discussion)
- Transit (Park and Ride, New Upass Cards)

Upcoming Meetings:

- Meeting with the Mayor
- Budget and Finance
- Planning and Priorities
- Patti, Peter, Beth Risk Management
- TNC Stakeholder Group
- Building Resilience in Youth Workshop
- Senate Orientation
- August - September Financial Accountabilities
- Risk Management Session with Agriculture
- AOCF
- Huskie Athletics and USASK Strong
- Beth Bilson, Non-Academic Misconduct Policy Presentations
- Prince Albert Trip
- Peer Health Mentors (Peter Hedley)
- Merv Dalh, USASK Archery, Protective Services, Caroline
- Meeting with Matt Fehr about Louis' Loft Sandwich Contest
- Meeting with Pepsi to discuss quality of relationship
- Transit (Park and Ride, Ad Hoc Committee)

Meetings:

- USASK Strong

- Planning and Priorities
- Video with Kyle Siemens and VP Jessica Quan

Future Meetings:

- TNC Stakeholder Meeting
- Edwards School of Business Society (LB5Q)
- Peter Hedley (Peer Health Mentors)
- AOCP
- Speaking at SFL Rally
- Budget and Finance
- Transit Committee
- Meeting with Mayor Clarke
- University Senate
- Risk Management Sessions (Agriculture, Edwards)
- Planning and Priorities
- Ernie Walker
- Convocation Dinner with VP Quan
- PA Trip
- Women of Influence Breakfast

Ongoing Projects:

- Risk Management Sessions
- SGSG
- Huskies Athletics Partnership
- Transit Committee
- Campus Groups Policy
- AGM Amendments

**VP Quan:**

On-going projects:

- Co-curricular record advocacy package is complete
  - To be distributed to the AOCP
  - Exploring ways to get USSU Council involvement, also looking at providing this manual to component Arts and Science departmental groups
- Undergraduate Project Symposium
  - Funding requests sent to VPTL, VPR, President's Office, Alumni Association, College of Graduate and Postdoctoral Studies, College of Arts and Science, College of Engineering, College of Agriculture and Bioresources, College of Pharmacy and Nutrition, College of Kinesiology, College of Veterinary Medicine
  - Graphic is complete and open call for submissions is to be released this week

Weekly responsibilities:

- CFCR - no new episode recorded this week because of the long-weekend
- Academic grievances - dealt with one new grievance and working on ongoing grievances

Events and meetings:

- President's breakfast
- Kyle Siemens - football promotional video

Communications:

- Senate-related matters
- Academic grievance-related matters
- University and USSU-related committee correspondence
- Salome van Rensburg - CCR
- Amani Khelifa - Undergraduate Project Symposium planning committee
- 15+ emails sent out for UPS sponsorship

Other notes:

- First Academic Affairs committee meeting happening this week

**VP Lau:**

**Projects:**

Rink in the bowl

- shared proposal with Exec team
- sponsorship letter (working on list, the letter is ready to go)
- met with Paul Rogal from Kin - talked about skates & volunteers
- Reported at President breakfast meeting
- Met with Patti - possible sponsors from the University
- Met with Tyson @ Elim church for volunteers
- Phone call meeting with Wade Epp: labour cost for staff
- reaching out to United Way
- drafting a MOU with the University
- Will be bringing this up to Council next week

FMP3

- relocated delivery
- confirmed with Monica about shipment location
- making more baskets with ash & Liz
- wanting to bring this up @ Council!

Sustainability Week

- Clothing swap
  - possibly organizing another one with the Office of Sustainability in second semester
- Sustainable Drinks
- Bike sale & bike tune up workshop
- Model UN Sustainable Goals Seminar
  - Script
  - MC @ event

International Education Week

- connect with Thomas and staff at ISSAC, might be looking into cancelling the International Fashion Show if I am not getting enough support from other stakeholders

**Meetings:**

- International Activities Committee meeting
  - Did a report on USSU, brought up international admission issues
- Centre meeting
  - discussed issues on volunteers accountabilities
  - bystander training, ASIST
- The President's Sustainability Council
  - brought up Sustainability Committee & joint Statement on the Sustainability Pillar of the Draft "Taking Our Place" Institutional Plan
  
- Student Affairs Committee
  - first meeting (Monday)
  - worked on agenda
- Sustainability Affairs Committee
  - clarified the email list (email address errors causing delay in meeting)
  - 2 pending sustainability funding request

**Communications:**

- booked a meeting with ISSAC regarding #WeAreInternational International Education Week

**Others:**

- Exec photoshoot with Olivia
- president breakfast meeting
- Supporting the Huskies Blackout Game & after party at Louis

**4. Business****4.1 Living our Values**

President D'Eon stated that this document will provide a positive stance for what the University expects from students, staff, and faculty. This is the opposite of a Code of Conduct, which is more of a negative view. Patti McDougall wants USSU input on this. President D'Eon will set up a meeting with the Executive,

**4.2 CCR Advocacy Package**

VP Quan noted that she has the package completed. It outlines the procedures and policies that student groups will have to go through to get Co-Curricular Recor for their group. She will distribute this package at the Association of Constituency Presidents' meeting this Wednesday, and she will speak about it.

**4.3 MUB Plaque**

VP Quan reported that Stefanie Ewen and GM Cottrell have been working on the text for the plaque. There will be space for 160 words.

**4.4 Campus For All**

VP Lau reported that Shawn Wiskar, Vice President Student Affairs, from U of R wants to bring this program to the U of S. It is a program that allows individuals with intellectual disabilities to attend university.

GM Cottrell noted that this program has been discussed at the USSU before. She noted that there have been concerns about this. People were worried about whether this will make people with intellectual disabilities feel less worthy if they are unable to participate. Other concerns involved potential special medical needs.

VP Kapacila stated that they should consult with the Colleges.

VP Quan stated that they should consult with people with Intellectual Disabilities and DSS.

GM Cottrell noted that we have a partnerships with the Association for Community Living, and it might be beneficial to consult with them.

#### 4.5 StudentCare Rexall Meeting

GM Cottrell noted that StudentCare has signed a deal with Rexall Drugs to get better deals for students. She noted that there is only one Rexall in Saskatoon. Colton Yamageshi from StudentCare wants to send out an email in October to let Health and Dental Plan members know of the student deals at Rexall.

VP Quan stated she was ok with this.

VP Lau suggested letting the Pharmacy on Campus know about this.

#### 4.6 FMphasis

VP Quan noted that all of the radio hosts are supposed to donate to this. She will be donating \$240 to this to make sure to keep CFCR up and running.

#### 4.8 Meeting with the Mayor

President D'Eon asked what the Executive wants to talk about with Mayor Charlie Clark?

VP Kapacila will be talking about Transit, including student interest in Uber, Place Riel as a transit hub, and Rapid Access Transit.

President D'Eon wants to talk about how the USSU can partner with the City on Sustainability Initiatives. He also wants to hear where the City is on housing, especially as Mayor Clark ran on building up and not building out. He also wants to sync social media campaigns, so we can share the same campaigns at the same time. They will also bring up Rink Sponsorship.

#### 4.9 Meeting with City Administration

The City Administration wants to have a meeting with the USSU Executive. This will be set up.

#### 4.10 AOC

President D'Eon stated he would send out the agenda on Tuesday. President D'Eon will give an USSU update. He will talk about Provincial Advocacy. VP Lau will talk about Rink in the Bowl, and FMP. VP Quan will talk about CCR. VP Kapacila will talk about Risk Management.

#### 4.11 Legislative Assembly

President D'Eon and one other VP have been invited to the opening of session on October 25th.

VP Quan will go with President D'Eon.

#### 4.12 AGM

GM Cottrell noted that they need to update the Bylaw as it states that the AGM needs to be announced 30 days before it takes place, as well as proposed amendments need to be submitted 30 days before, which is not possible.

#### 4.13 Dr. Bill Waiser and the Memorial Fireplace

GM Cottrell contacted Dr. Waiser because she wanted to see if there are any veterans who are not honoured on the memorial. They spoke this morning and he is working with a group of military people and archivists to put together a limestone bench to the north of the Memorial Union Building. They would like us to be involved in raising money for this. Dr. Waiser would like to be able to go in front of students to talk about this. The bench will cost over \$16,000.

VP Kapacila would rather have a banquet to raise money, instead of the USSU just giving money.

### **5. Adjournment**

The meeting was adjourned at 11:20 am.

## USSU University Council Report

Greetings,

Since the beginning of term, the USSU has been focused largely on establishing its internal council, committees, and other structures for the school year. As such, our report will be brief.

The Rink in the Bowl project headed by VP Lau is now moving to seek sponsorship from different organizations to reduce the overall cost on the student body. Different options for materials and storage have been explored. Currently working on the logistics for volunteer organization from staff, faculties and students. The Free Menstrual Product Project has successfully launched in over 30 bathrooms, covering 18 buildings around campus, thanks to the partnership with FMD who has agreed to help with storage and delivery in the future.

VP Quan has been assisting in the launch of Campus Legal Services. We are currently exploring means of supporting this service in the long term. VP Quan has also launched co-curricular records within the USSU and is helping student societies implement co-curricular records within their college or department. Additionally, VP Quan is in the planning stages for the annual Undergraduate Project Symposium which will be taking place February 5th.

VP Kapacila has been diligently working on improving Student Groups understanding of the Non-Academic Misconduct Policy, insurance and duty of care for their events. So far students have been unaware of the Non-Academic Misconduct Policy. VP Kapacila is planning to work with Beth Bilson and Patti McDougal to raise awareness about the policy and its scope. VP Kapacila is also hoping to move the on campus insurance online to create a better, more accountable and efficient model, support from the various Deans is crucial for the success of this project.

President D'Eon has met with four of the seven leadership candidates for both parties, and is in the process of scheduling at least one more, with the hope being to have discussed the concerns of undergraduate students with these individuals. Further, rallies were organized at the end of September with the Saskatchewan Student Coalition. These rallies are a part of a greater effort to raise awareness of the need for further supports, and further actions, such as presentations to legislative committees, are being planned.

Of note in the upcoming month: our next Association of Constituency Presidents meeting is approaching, and topics we will be discussing are progress on tuition consultation, provincial advocacy, and risk management.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12					
Abbasim, Aliya	P	P	A	R	P					
Cameron, Mason	P	P	P	A	P					
D'Eon, David	P	P	P	P	P					
Dumont, Darcy	P	P	P	P	R					
Erlandson, Erika	P	P	P	P	P					
Heintz, Austin James	P	P	P	P	P					
Kapacila, Deena	P	P	P	P	P					
Kobes, Brent	P	P	P	P	P					
Koh-Steadman, Noah	P	P	P	P	P					
Lau, Crystal	P	A	A	P	P					
McMillan, Alexandria	P	P	P	P	P					
Murphy, Aidan,	P	P	P	P	P					
Nagel, Madison	P	P	P	R	P					
Phillips, Kylie	P	P	P	P	P					
Quan, Jessica	P	P	P	P	P					
Roberts, Kiefer	P	P	P	P	P					
Samson, Kirsten	P	P	P	P	R					
Trudel, Keana	P	P	R	R	P					

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
November 2nd, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Council Addresses**
  - 3.1. Teacher Evaluation Update**
  - 3.2. USSU Staff**
  - 3.3. Bylaw Amendments for AGM**
  - 3.4. Council schedule November**
  - 3.5. ASSU Formal Apology**
  - 3.6. Report on Meeting with Minister Doherty**
- 4. Minutes and Reports for Information**
  - 4.1. USC Minutes – October 19, 2017**
  - 4.2. Executive Committee – October 23, 2017; October 30, 2017**
  - 4.3. Academic Affairs Committee Minutes and Report – October 26, 2017**
  - 4.4. Appointments Committee Minutes and Report**
  - 4.5. Code of Ethics Disciplinary Tribunal 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 – October 27, 2017**
  - 4.9. Indigenous Student Affairs Committee Minutes and Report**
  - 4.10. International Student Affairs Committee Minutes and Report**
  - 4.11. Student Affairs Committee Minutes and Report**
  - 4.12. Sustainability Committee Minutes and Report**
  - 4.13. Association of Constituency President Minutes and Report**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, October 19, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Crystal Lau, VP Student Affairs  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Aliya Abbasi, Nursing  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mason Cameron, Agriculture and Bioresources  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Brian Trinh, Medicine  
Christy McPherson, Dentistry  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

**Absent**

**Guest List**

Nykole King  
Jack Thomson  
Kristin Foster  
Colton Yamagishi

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings acknowledged that Council is on Treaty Six Territory and the Homeland of the Metis, and that learning has taken place on this land even before this University was here.

Councillor Heintz moved to amend the agenda, and move 6.2 Amendment to Bylaw regarding By-Election to 8. Questions, Comments, and Announcements. No one was opposed to this.

Move to adopt the amended agenda.

**USCMotion038:** VP Quan/Councillor Dumont

**Carried**

## **2. Introductions**

Councillor Samson introduced Nykole King, the News Editor from the Sheaf, and Jack Thompson, the Sports Editor.

President D'Eon congratulated the newly elected Councillors.

## **3. Council Address**

### **3.1 Colton Yamagishi – StudentCare**

Move to informality.

**USCMotion039:** VP Lau/VP Quan

**Carried**

VP Lau welcomed Colton Yamagishi and Kristin Foster from StudentCare. She explained that StudentCare is a third party company that manages the USSU Health and Dental Plan.

Colton explained that he is the Project Manager at StudentCare, which means he works with the Student Executives from the different Universities. He noted he also has a background in student politics.

Kristin stated she is the Director of Partnerships and Developments.

Colton reported that StudentCare currently has over 75 partnerships, representing over 800,000 students. This is the largest network of students in the country. They are the leading provider of student health plans. He explained that StudentCare takes on the role of the Consultant, Broker, and Administrator, all accountable to the USSU. He reported that there are over \$1.7 million in claims paid back to students last year. There are over 9,000 students enrolled in the plan. They are able to negotiate better deals for students as they are negotiating on behalf of students as a collective. He explained more benefits to the StudentCare plan, which can be found on their website. He outlined the member

services. They make sure they have passive and active forms of communication. The passive forms include their website and handouts. The active forms involve them coming to Campus for presentations. StudentCare also has a mobile app that students can use to make claims. They do reports and surveys to see what students think about the plan. He reported that paid direct drugs are the biggest claims from students. He outlined some other statistics. He noted there was a large increase in prescription drugs, and a very large increase in psychological claims. This is because the 2015/2016 USC voted to cover more costs for psychological visits. He reported that last year, the Saskatchewan Provincial Government decided to charge 6% tax on premiums. The USSU was able to make up for this, as they have saved up a reserve. He reported that last year, StudentCare conducted a national Mental Health survey, meant to examine the stigmas that students experience. He also explained that StudentCare is partners with Pride At Work, which aims to make LGBTQ+ people feel safe and included in workplace environments. He stated that StudentCare is a very progressive company. He reported that they support the Ask For Angelo campaign, which aims to lower the amount of sexual assault that takes place. He also reported about a new service called Empower Me. This is a 24/7 Counselling service, which provides students with access to talk with people at any hour. Another service is the Legal Protections Package. There is a legal hotline, which students can call to get advice. Students are also covered up to half a million dollars, if they go to court.. He encouraged everyone to reach out to himself or Kristin if they have any ideas of how they can change the plan.

Kristin reported that a couple years ago, USC brought forward an issue regarding a student who is enrolled off campus, and wanted to be covered. The fees were not automatically processed for off-campus students, and they needed to drop off a tuition statement to the Health and Dental Plan office to receive coverage. StudentCare took this feedback, and changed it so people can enrol online.

A councillor asked for clarification if the USSU had the Empower Me and the Legal Protections Package services?

Kristin responded that the USSU does not have these services.

VP Lau asked if they had any statistics from other Universities that have enrolled in the Empower Me program?

Kristen responded that they do not have any statistics as the program just began on September 1<sup>st</sup>, 2017.

A councillor asked about what the costs for these services would be like?

Colton explained that both of these services are paid for using a pooled basis. This means that it is the same cost for every student across the country. The Empower Me service is \$4.20 per student per year. The Legal Protections Services is \$28 per student per year. He noted that usually these plans are added on at separate times.

A councillor asked what was the most common cases brought to the Legal Protection services, and what the success rate of the program was?

Colton responded that the success rate was relative. He noted that most cases are not brought to court as most of them are finished prior to it through mediation. He reported that employment and landlord claims are the most common.

A councillor asked if students would have the option to opt out of these two additional services, or how would the process of accessing the services work?

Colton responded that there are different ways that this service can be accessible to students. You can have it with or without an opt-out option, you can tie it into the Health and Dental Plan. He noted that most schools have been adding it into the Health and Dental Plan.

A councillor asked if their lawyers are professional or student lawyers?

Colton responded that they are professional lawyers. They have to have two firms to partner with for each location that has this service.

A councillor asked to what extent does the lawyer help the student?

Colton responded that as long as the incident falls under when the student is in school, the lawyer will carry out the case for as long as it takes. This includes representation in court.

Kristin brought the conversation back to the Health and Dental Plan, as the next time that they come to Council, they will be presenting benefits, and setting plan fees for the next year. She encouraged Councillors to bring their ideas for potential changes to the plan to VP Lau.

### **3.2 Co-Curricular Records**

VP Quan noted that the USSU has implemented Co-Curricular Records to cover all of the Councillors, Committee volunteers, as well the Centre volunteers. She asked everyone to fill out the form. She stated that students can find their co-curricular records at [ccr.usask.ca](http://ccr.usask.ca). She reported that the Executive held the Association of Constituency Presidents' meeting, and that she handed out the Co-Curricular Records advocacy package to the presidents.

Councillor Murphy asked whether Ad-Hoc Committees will be included on CCRs?

VP Quan responded that they will, as long as they meet the 10 hour minimum.

### **3.3 Female Menstrual Products**

VP Lau reported that this year she has expanded this program to include 18 different bathrooms around campus. She asked if Councillors have any questions or concerns, to let her know.

### **3.4 Rink in the Bowl**

VP Lau reported that she has confirmed \$10,000 in funding from the President's Office to go towards this project. She stated the goal for the Rink in the Bowl is to promote physical activity and healthy mental health practices, while instilling a sense of community amongst students. The target audience is not only the University community, but Saskatoon as a whole. They have consulted with the carpentry department on Campus, and annually the rink will cost \$7,986. The second option is called EZ Rink, which is more simple to set up. This would cost around \$9,500 CAD. She has been reaching out to other Campus stakeholders to receive funding to cover the maintenance of the rink. She wants there to be volunteers who help maintain the rink as it is a community rink. The Facilities Management Division has agreed to help as much as possible. She has talked with Jason Kovitch, the Business and Services Manager, as well as Jane Kim, the Student Crew & Safe Walk Coordinator, to have a few student crew workers to maintain the rink. Culinary Services has offered to help with providing hot chocolate to people using the rink. The location of the rink will be from across the Physics Building and Sask Hall. Alumni Relations will also be working to get volunteers to help with the rink. There will be rules and regulations for the rink. Hockey will not be allowed. The Language Centre and the College of Kinesiology will be handling the rentals. Students can use the skates for free, they just need to bring their student ID.

Councillor Samson asked how long is the expected life span of the EZ Rink?

VP Lau responded that the expected life span is 10 years or more. She also noted that the rink is expandable, just requiring the purchase of additional parts.

Councillor Phillips asked what insurance does the USSU have, and if it would cover injuries that happen on the rink? She also asked how much will the project cost students every year?

GM Cottrell responded that the USSU has \$10 million in commercial general liability insurance. The University will also have insurance.

VP Lau responded that the Executive Project Budget line will cover \$2,500 and then the President's funding of \$10,000 will cover the rest.

Councillor Kobes asked if the rink will only be on the Eastern part of the map? He asked if there would be insurance for the tunnels?

VP Lau responded that the rink will be on the side of the Bowl that is closer to the Peter MacKinnon Building.

Councillor Heintz asked if there was any future cash flows from the University, besides the \$10,000 in funding?

VP Lau responded that the \$10,000 of funding is meant to go towards the purchasing of the rink, and the maintenance of the rink. It will not cover the labour costs of the rink.

Councillor Murphy asked if there have been any conversations about how much the upkeep and maintenance will cost?

VP Lau responded that they will help with the set up of the rink. The maintenance of the rink will be taken care of by FMD if there has been a snow storm, the Rink Crew, and volunteers. There will be volunteers from Elim Church, United Ways, Red Cross.

President D'Eon encouraged Councillors to send further questions to VP Lau after the meeting.

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

**4.1 USC Minutes- October 12, 2017**

**4.2 Executive Committee- October 16, 2017**

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

Move to accept the minutes and reports into the record.

**USCMotion040:** President D'Eon/Councillor Phillips

**Carried**

#### **6. Business**

**6.1 Nominations for Committees**

President D'Eon explained the procedures for elections.

Move to take a ten minute recess.

**USCMotion041:** President D'Eon/VP Quan

**Failed**

##### **6.1.1 Budget & Finance Committee**

VP Kapacila explained the purpose of the committee, which can be found in the Bylaw.

Move to open nominations.

**USCMotion041:** VP Kapacila/President D'Eon

**Carried**

Councillor Heintz nominated Councillor Simons, and Councillor Simons accepted the nominations.

Councillor Samson nominated Councillor Koh-Steadman, and Councillor Koh-Steadman declined the nomination.

Councillor Gill nominated himself and Councillor Trinh. Councillor Trinh's response is inaudible.

The elected Councillors gave speeches.

Councillor Simons was elected to the Budget & Finance Committee.

### **6.1.2 Sustainability Committee**

Move to open nominations for this committee.

**USCMotion042:** VP Lau/VP Kapacila **Carried**

VP Lau nominated all of the new Councillors.

Councillor Simons, Councillor MacPherson, Councillor Thomson, Councillor Trinh, and Councillor Shen all declined their nomination.

Councillor Gill accepted the nomination.

Move to close nominations.

**USCMotion043:** VP Lau/VP Kapacila **Carried**

Councillor Gill was elected to the Sustainability Committee.

### **6.1.3 Student Affairs Committee**

Move to open nominations for this committee.

**USCMotion044:** VP Lau/Councillor Phillips **Carried**

Councillor Abbasi nominated Councillor Thomson, and Councillor Thomson accepted the nomination.

Move to close nominations.

**USCMotion044:** President D'Eon/Councillor Roberts **Carried**

Councillor Thomson was elected to the Student Affairs Committee.

### **6.1.4 External Affairs Committee**

President D'Eon explained the purpose of the External Affairs Committee.

Move to open nominations for this committee.

**USCMotion045:** President D'Eon/VP Quan **Carried**

A councillor nominated Councillor Gill, and Councillor Gill accepted the nomination.

Councillor Murphy nominated Councillor Shen, Councillor Trinh, and Councillor MacPherson. All of these Councillors declined their nominations.

Move to close nominations.

**USCMotion046:** President D'Eon/Councillor Dumont **Carried**

Councillor Gill was elected to the External Affairs Committee.

### **6.1.5 Academic Affairs Committee**

VP Quan explained the purpose of the committee.

Move to open nominations for this committee.

**USCMotion047:** VP Quan/VP Lau **Carried**

Councillor Gill nominated Councillor Trinh, and Councillor Trinh accepted the nomination.

Councillor Lau nominated Councillor MacPherson.

Councillor MacPherson asked when the Committee meets?

VP Quan responded that she believes the committee will meet on Thursdays around 4 pm.

Councillor MacPherson stated she could not meet at that time, and therefore declined the nomination.

Councillor Abbasi asked if they meet every Thursday at 4 pm?

VP Quan stated that it should be only two meetings per month?

Move to close nomination.

**USCMotion048:** VP Kapacila/Councillor Simons

**Carried**

Councillor Trinh was elected to the Academic Affairs Committee.

### **6.1.6 Ad-Hoc Transit Committee**

Move to open nominations for this committee.

**USCMotion049:** VP Kapacila/Councillor Kobes

**Carried**

Councillor Murphy nominated Councillor Shen and Councillor MacPherson.

Councillor Shen declined the nomination.

Councillor MacPherson tentatively accepted the nomination.

Move to close nominations.

**USCMotion050:** VP Kapacila/President D'Eon

**Carried**

Councillor MacPherson was elected to the Ad-Hoc Transit Committee.

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

### **8.1 Amendments to the Bylaws Regarding By-Elections**

Councillor Heintz reported that there was some concerns at the last Budget & Finance Committee meeting, regarding to the cost of the additional By-Elections. Every By-Election that the USSU has costs \$4,000. He stated that he feels that this is not worth it, so he raised this issue to President D'Eon. President D'Eon then brought this issue to the Elections Committee, and they had some ideas. The end goal is to not have it required to keep running By-Elections until all the seats are filled.

Councillor Simons asked what does the \$4,000 go towards?

President D'Eon responded that one of the members of the Elections Committee is a professional lawyer. The lawyer makes certain that our elections are in compliance with our Bylaws, and with the laws that govern our institution.

Councillor Koh-Steadman asked if the \$4,000 is only for legal fees?

VP Kapacila responded that part of it is legal fees, and that part of the money goes to pay the ACRO.

VP Quan noted that GM Cottrell had just told her that the costs associated with having a By-Election are \$2,100.

Councillor Murphy stated that this is still a reasonable amount of money that the Union should not be spending. He asked to vote for an amendment or mechanism that if there were too few members, that we would still be holding By-Elections.

President D'Eon responded that Councillor Heintz and he have discussed having a mechanism to determine whether the number of empty seats is reasonable for an additional By-Election.

Councillor Simons asked what three spots are missing, and if this is typical?

Councillor Dumont responded that we are missing an Indigenous Students' Councillor, an Education Councillor, a STM Councillor, and an International Students' Councillor.

President D'Eon responded that he believes that Council is more populated than normal.

Councillor Simons asked if in previous years if they had spent large amounts of money on By-Elections?

President D'Eon responded that there have been large amounts of money spent on By-Elections in previous years. He noted that last year's Executive identified this as a problem, and this is why they reduced the Budget for By-Elections, but they did not change the Bylaw.

President D'Eon reported that there is a Council social taking place after this meeting. He noted that he and VP Quan will be attending the opening of session for the Legislative Assembly. They also have a meeting with the Minister of Advanced Education. He stated that Councillors should let him know if they want any issues or concerns raised to the Minister. He also stated that he had concerns about the StudentCare programs of Empower Me and the Legal Protections Package. He noted that these programs were presented to the Executive in the summer. He reported that the Empower Me Hotline has been working as a third party service for previous years, and that it has roughly a 1%

uptake rate. He stated that the Executive is upset that StudentCare presented these topics in Council, despite the Executive turning them down earlier.

VP Kapacila stated that less than 1% of people on the plan used the services of Empower Me. She noted that the Empower Me Triage system might connect students to service providers in other Countries.

VP Quan raised their concerns with the Legal Protections Package. She stated that the lawyers on the plan are not in Saskatchewan. She also noted that the lawyers on the plan are strained, and might not be able to service students to their full capacity. They also chose not to go with this plan as the additional \$28 fee is too much to ask students to pay. She stated that she has been working with Campus Legal Services, which is entirely run by law students at the U of S. She stated that at the moment, she is in favour of supporting Campus Legal Services.

President D'Eon stated that as mentioned by StudentCare, in order to implement the Legal services they would need to hold a referendum. He stated that they could not accountably propose a mechanism such as this through a referendum. Referendums cost significantly more than By-Elections.

Councillor Murphy asked if the opt-in option would require a referendum?

President D'Eon responded yes.

Councillor Dumont noted that Saskatchewan has unique laws when it comes to real estate laws, so the legal program would not be effective unless there were legal professionals from Saskatchewan.

Councillor Kobes asked what work is VP Quan doing to empower Campus Legal Services?

VP Quan reported that Campus Legal Services began in 1970. She noted there are a few issues. It is run by only volunteers and a law professor, and because of this, it is not open during the summer. She is trying to tackle this issue to make the office more successful. The two most common issues that they face are academic issues and land lord issues. She did a presentation to the office about the academic policies. She will be meeting with students from CLS, to determine how the USSU can better assist the office. She reported that their office hours are:

- Monday, 12 to 4 pm
- Tuesday, 12 to 2 pm, 4 to 6pm

- Wednesday, 12 to 2 pm
- Thursday, 3 to 5 pm

Their office is located in the Arts Tunnel.

VP Kapacila reported that she has contacted the Minister of Justice. They have noted some things that want to bring forward to the Minister, such as changing the language in the definition of what is an unlawful deduction, to benefit people in the service industry. They are also talking with Beth Bilson about running some Know Your Rights Campaigns.

VP Lau stated that if any Councillors want to sit on the Provost Advisory Committee on Gender and Sexual Diversity, send VP Lau an email.

Councillor Phillips reported that the ASSU is holding an event at Louis' Loft, and it is a charity event for OutSaskatoon. It will be a spoken word event. All proceeds will go towards their Pride House.

Councillor Trudel reported that the ASA has a farm tour on Saturday, and invited Councillors to join.

VP Lau reported that the Food Centre will be having their annual Trick-or-Eat Campaign, and she invited Councillors to join.

## **9. Adjournment**

**Executive Meeting**  
**Minutes for October 23, 2017**

**Present:** President D'Eon, VP Kapacila, VP Lau, GM Cottrell

**Absent:** VP Quan

**1. Call to order**

The meeting was called to order at 10:04 am.

**2. Quorum**

Quorum was present.

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila**

**VP Quan:**

**VP Lau:**

**4. Business**

4.1 Respecting the Staff

VP Kapacila stated that some of her experiences of working with the Councillors, some of them are not sure what the staff does. She stated that she wants to present the importance of the staff to the Councillors.

4.2 Bylaw

GM Cottrell stated that she has sent proposed changes to the Executive.

President D'Eon stated that there will be changes to the policy about requiring the Executive to take classes. He summarized some of the other changes.

VP Lau asked when will the next By-Election take place?

President D'Eon responded that there is not time between now and the AGM to have a By-Election.

4.3 Stress Less

VP Lau reported that on the week that finals starts, the University will be holding this event in the North Concourse. They want this event to take place on December 6-8.

Move to allow the University to use the North Courthouse December 7th and 8th.

**EXECMotion018:** VP Lau/President D'Eon

**Carried**

#### 4.4 Minister Doherty Meeting

President D'Eon will be meeting with Minister Doherty on Wednesday. He stated he would raise the funding cuts to the WCVI, and the \$90 million bond. He will be requesting to have him come and speak to Council.

VP Kapacila requested to have him ask about the future of grants and tax credits.

#### 4.5 AOCF Follow Up

President D'Eon reported that the largest concern that came out of this meeting is that increased Risk Management and increased scrutiny from the University is inhibiting students from fundraising for professional development.

#### 4.6 Rink

GM Cottrell stated that she is concerned about the use of volunteers for this rink. The first reason is that she wants whatever the USSU does, done well. She stated that the rink is a great idea, and a good community builder. She believes that we need to hire students to take care of the rink. This is fulfilling the mandate to provide student employment, and fulfilling the student experience mandate.

VP Kapacila stated she agrees with GM Cottrell. She would rather budget for salaries, rather than having the rink cleanup fail.

GM Cottrell stated she would rather have students get paid to clean the rink, rather than pay FMD to clean it.

President D'Eon asked where in the budget would this come from?

GM Cottrell consulted with the Senior Management team, and it should come out of the Executive Projects budget line. She recommended that herself, VP Kapacila and VP Lau sit down and budget this.

#### 4.8 MUB Bench

President D'Eon proposed that we book Louis' Loft for free for their fundraising event.

VP Kapacila reported that there could be a sponsorship opportunity through the Executive Sponsorship budget line, and we would cover the food.

Move to sponsor this event for \$2,000.

**EXECMotion019:** President D'Eon/VP Kapacila.

**Carried**

#### 4.9 Meeting with Minister Hajdu

VP Kapacila will be meeting with this Minister.

#### 4.10 No Council

Move to have no council this week.

**EXECMotion020:** President D'Eon/VP Kapacila

**Carried**

#### 4.11 Dalhousie

President D'Eon stated that Patti McDougall had contacted him about the potential for having a forum to discuss the situation at Dalhousie University. A student has contacted him asking him to condemn racism from all sides.

#### 4.12 Indigenous Students Representation on University Council

President D'Eon reported that he will be moving to have Indigenous students representation on University Council.

#### 4.13 Student Emails

Zhiad has been pushing to have access to student emails. President D'Eon stated that he will be backing him up on this. He wants to mention that with StudentCare having access to emails, they have seen more students access insurance.

### **5. Adjournment**

The meeting was adjourned at 11:31 am.

**Executive Meeting  
Minutes for October 30, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:57.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

Projects:

- Bylaw amendments submitted and reviewed: ready to be presented to AGM
- AOCF took place Oct. 18: spoke on government advocacy efforts
- External Affairs committee is launched, working on strategies for student engagement/mobilization
- Indigenous Student Affairs committee is launched: determining projects reg. Indigenization and the USSU
- SSC on-track to meet with Parliamentary committees, begin work on a few small late-term projects

Meetings:

- Student Forum Executive Meeting
  - EBSS Executive reg. LB5Q location
  - Indigenous Student Affairs Committee
  - Kehan Fu
  - Vicki Mowat, MLA & critic of Advanced Education
  - Charlie Clark
  - Jamie Miley, Government Relations
  - FARC
  - University Council
  - StudentCare
  - Austin Heintz
  - Nykole King, Sheaf
  - External Affairs Committee
  - Vann Cortez, Ziad Ghaith & Violet Swan, SSC Research
  - Aidan Murphy
  - Ken Cheveldayoff, MLA, Leadership Candidate
  - Kevin Doherty, Minister of Advanced Education
  - Jermain McKenzie & Haris Khan, URSU
  - Student Forum
  - Budget and Finance Committee
  - University Senate
- Communications:
- Johannes Dyring, Innovation Enterprise

- George Foufas, Campus Residency Services
- Greg Fowler, VP Finance and Resources
- Derek Tannis, ISSAC
- Graeme Joseph, ASC
- Shawn Burt, Huskie Athletics
- Patti MacDougall, VPTL
- Jacquie Thomarat, Provost's Office
- Len Findlay
- Mackenzie Cumberland, VP Finance, UVSS
- Events:
  - Global Cafe
  - Opening of the Legislative Assembly & Throne Speech
  - Rally in front of Legislative Building
  - UNESCO Panel Discussion
  - Convocation

### **VP Kapacila:**

#### Meetings:

- Risk Management Pharmacy and Nutrition
- Transit Committee
- TNC Stakeholder Meeting
- Edwards School of Business Society
- Peter Hedley
- Protective Services
- AOCB
- Mayor Clarke
- Planning and Priorities
- Convocation Dinner with VP Quan
- SFL Rally
- Trent Wotherspoon and Ryan Meili
- Minister Hajdu
- Rethink The Drink
- Femi Yusuf (Nigerian Students Society)
- ASSU BFC Meeting
- ASSU Meeting with Patti McDougall, Lorin Elias and Peter Hedley
- Exec Meeting with Travis Hebert
- Alumni Achievement Awards
- CAMA Workshop
- Student Care
- Archery Club (Merv Dahl, Protective Services, GM Cottrell)
- Global Cafe (Martin Gaal)

#### Future Meetings:

- Budget and Finance
- Transit Committee
- Risk Management Sessions (Agriculture, Edwards)
- PA Trip
- Women of Influence Breakfast
- Reconciliation Forum

Ongoing Projects:

- Risk Management Sessions
- SGSG
- Huskies Athletics Partnership
- Transit Committee
- Campus Groups Policy

**VP Quan:**

On-going projects:

- Co-curricular records
  - Entered in the CCR activities for councillors and their corresponding committees
- Undergraduate Project Symposium
  - Sent out the open call for judges to university council committee members

Weekly tasks:

- Two inquiries about academic-related matters, currently working on 3 active grievances
- CFR - Brent Kobes recorded an episode

Events and meetings:

- Alumni achievement gala
- Convocation Dinner
- Opening of session at the legislature
- Kevin Doherty - Minister of Advanced Education
- RSAW
- Academic Affairs Committee
- Budget and Finance Committee
- Salome van Rensberg - CCR
- Student Forum

Communications:

- Desiree Steele and Nathan Leitner - Campus Legal Services
- Undergraduate Project Symposium - email for judges and funding
- Undergraduate Project Symposium planning committee
- Academic Affairs Committee correspondence
- Nafisa Islam - Sheaf interview on Campus Legal Services
- College of Kinesiology stakeholder strategic planning interview
- Arvelle van Dyke and Salome van Rensberg - CCR
- Academic grievance-related matters

**VP Lau:**

Projects:

Rink in the bowl

- sent out Sponsorship letters
- Drafted MOU

- setting up budget with Deena & Caroline
- Sheaf

Communications:

- Communicating with University relations
- Wade Epp
- reached out to Sustainability Funding group application

Others:

- Alumni Achievement Award Gala
- Fixing list for Sustainability Comm
- Worked from home mostly

#### **4. Business**

##### 4.1 Undergraduate Project Symposium

Move to fund \$50 for paid advertising for the UPS.

**EXECMotion018:** VP Quan/VP Kapacila

##### 4.3 CFCR Host Training

Councillor Simons has asked to be part of the CFCR show, but he does not have the training to run the show and use the equipment. VP Quan is asking for \$50 to pay for his training. This would come from the CFCR budget line.

Everyone thought this was entirely acceptable.

##### 4.4 Nigerian Students Event

VP Kapacila reported that this group is asking for pepsi funding. They are doing soccer on one day, and zumba on another day. VP Kapacila is asking for the Executive to market this event.

The Executive was in favour of marketing this event.

##### 4.5 CCR SALs

VP Quan asked for the Executive to get the NSIDs for SALs, and then she will put their committee work on their Co-Curricular Record.

##### 4.6 Rink

GM Cottrell reported that there is a \$4100 shortfall in funding for this event. Some will come from the Executive Projects line, some will come from HR.

GM Cottrell will share the budget for this event, and it will be attached in the package for this week.

#### 4.7 Hiring of a Governance Assistance

President D'Eon asked if they could hire someone to go over the governance structures of different student groups to make sure they fit under the USSU guidelines.

President D'Eon suggested that they send an email to the AOCPC to see if everyone is ok with this.

#### **5. Adjournment**

The meeting was adjourned at 11:38 am.

**Academic Affairs Committee**  
**Minutes for October 26, 2017**

**Present:** VP Quan, Sheldon Moellenbeck, Kiefer Roberts, Brian Trinh

**Absent:** Mason Cameron, Amber Bellegarde, Christian Pollock

**1. Call to order**

The meeting was called to order at 4:30 pm.

**2. Quorum**

Quorum was present

**3. Business**

3.1 The Scope of the Academic Affairs Committee

A. Academic Affairs Committee at the USSU Level:

- a. The Academic Affairs Committee has jurisdiction over two USSU policies: the *Teaching and Excellence Policy* and *Academic Confidentiality Policy* and our committee will be reviewing these policies this year
- b. The Academic Affairs Committee provides assistance for USSU projects in the Academic Affairs portfolio (see Section 3.2)
- c. The Academic Affairs Committee can bring up and discuss different academic-related issues and concerns and members can steer the direction the committee takes this upcoming year. **ACTION ITEM: Begin thinking about which academic topics you want to focus on this year, and bring these ideas forward at our next meeting.**

B. The Academic Affairs Committee at the University Level:

- a. The University will often reach out to and consult with the Academic Affairs Committee for undergraduate student input on academic policies and projects (see Section 3.3)
- b. Academic Affairs committee members have the opportunity to sit on different University-level committees (see Section 3.4)
- c. If the committee is exploring a particular academic issue and wants to learn more, we can request for specific members of the University's administration to come present to our committee
  - i. For example, Russ Isinger, the University Registrar presented to the committee last year because they wanted to know if it was possible for students to get their final exam schedule when they sign up for classes

3.2 Projects, Events and Campaigns

- A. Undergraduate Project Symposium - Feb. 5th, 2018

- a. This is an opportunity for undergraduate students to present their research, scholarly, and artistic work
  - b. There are cash prizes, speakers, and faculty judges
  - c. There's a planning committee for this event, but the Academic Affairs Committee will be consulted throughout the planning stages and will also provide assistance during the event itself
- B. Teaching Excellence Awards - nominations open Oct. 16th - 27th
- a. There's a two week window of open nominations and there's surveying to follow
  - b. This committee is responsible for surveying classes. Committee members will go to the nominated classrooms, give a quick blurb, and hand out survey forms.  
**ACTION ITEM: Sheldon will send out more information about what is required of committee members, as well as share a schedule for the members to sign up.**
- C. Promotional or awareness campaigns
- a. This committee has discretion in determining which direction the committee will take on academic-related issues
  - b. Often, a corresponding campaign will take place relating to the issue(s) identified by the committee
  - c. Committee members should think about what different academic-related campaigns we want to focus on this year
  - d. Examples of potential topics: open textbooks, internationalization, Indigenization

### 3.3 Academic Policies - Request for Student Input

- A. University Council has requested for the Academic Affairs Committee to provide input on the following:
- a. [\*Procedures for Student Appeals in Academic Matters\*](#) - the policy concerns the process by which students can make an appeal affecting their academic standing
  - b. **ACTION ITEM: VP Quan will send out the policy for committee members to review, and provide some guided questions. At the next meeting Committee members will give their feedback on the policy.**

### 3.4 University Committees:

- A. University Library Transformation Committee. This committee has different conversations about different strategic plans for the library. **ACTION ITEM: VP Quan is looking for a committee member to attend the following meeting.**
- a. Nov 17th - 4:00-5:00 (Kiefer is interested)

### 3.5 Setting up a consistent meeting time

- A. There were not enough committee members to set up a meeting time. VP Quan will reach out to committee members to set up the next meeting.

#### **4. Adjournment**

The meeting was adjourned at 4:53 pm

**Budget & Finance Committee  
Minutes for October 31st, 2017**

**1. Call to Order**

Called to order at 8:05 am

**2. Quorum**

Quorum was present.

**3. Business**

3.2 AOCF Funding versus Campus Clubs

Councillor Heintz pointed out that the ratio of funding needs to be considered, GM Cottrell asks BFC to consider reaching out to AOCF to see what they would use the funding for. Councillor Heintz motioned to table the AOCF request until VP Kapacila has contacted AOCF and brought the information to BFC, Councillor Phillips seconded, All in favour, other than Councillor Kobes.

3.3 Sandwich Boards for Campus Clubs

Facilities manager Ewen presented to BFC, explaining that she is both trying to standardize the fee from FMD for sandwich boards and looking into the cost to acquire USSU sandwich boards to make them more affordable for student groups. GM Cottrell looked at the numbers and concluded that the boards would most likely pay for themselves within a year or two. VP Kapacila motions to spend \$4000 on sandwich boards, Councillor Kobes seconded, Unanimously approved.

3.4 Funding Requests

Equine Club: VP Kapacila and Councillor Phillips, Kobes, Simons and SAL Sies were present when the Equine club asked for additional funding for insurance that GM Cottrell encouraged Paige to reach out to her for insurance. Unanimously approved.

Power to Change: Councillor Simons moved to increase cash funding to \$350 to offset the XL funding that BFC cannot approve because it is retroactive. Seconded by councillor Heintz. All in favour, with one abstention.

Women in the Legislature: Councillor Heintz moved the motion to approve funding for Women in the Leg., seconded by Councillor Simons. Unanimously approved.

USASKInvents: Councillor Kobes moved the motion to approve funding up to \$250 for USASKInvents, SAL Sies seconded. Unanimously approved.

Young Women in Business: BFC moves to deny the \$15 XL funding because it was retroactive, Unanimously approved.

Councillor Heintz moved to approve the funding request for \$529.20, seconded by councillor Phillips. Unanimously approved.

#### **4. Adjournment**

9:48 am

## Write up on Rink

1. Gift Marufu has committed to having his staff make the ice and, on a call out basis, to repair the ice as needed. His caveat is that since the ice makers and snow removal crew are the same people, snow removal on campus will always take precedence and we will have to book a time to get the initial ice made and the repairs done. There will not be a charge for the hoses or the water.
2. Room scheduling – Vanessa is happy to work with us to get this done. However, she noted that we need to ensure we have staff and not volunteers unless we are prepared to have someone supervising the volunteers because we are, in this instance, really in the same position as any other campus club – a third part user and the responsibility is on us
3. Volunteers – see above and add to that my concern that we cannot rely on volunteers to come out in winter and take care of a rink. I have budgeted to hire a student for 15 hours a week. By creating a contract position we are able to mitigate three hour call outs and thus allow flexibility for rink clearing **and** provide a guaranteed amount of money to a student.
4. Risk Management – Merv also has some concerns about the rink being managed by volunteers and wants to ensure that safety is paramount.
5. Construction – I have not yet got hold of anyone in FMD to see what we are looking at for costs to put the rink together but I have added \$700 to the budget for that – Stef is looking to FMD to see who can do this.

Rink in the Bowl  
Budget

Revenue Source	Amount
President's Office	10000
Campus Recreation	1000
Total	11000

Expenses	
Cost of Rink	9500 Depending on exchange rate
Cost of Assembling the rink	700
Cost of making ice	800 CUPE charge out is 46.32 an hour to flood and to repair ice - final
Cost of maintaining ice	800 bill is dependent upon how many times the ice needs to be repaired
Cost of routine maintenance	2925 Hire student for 15 hours a week for 13 weeks at \$15 an hour
Shovels et	200
Miscellaneous costs	200
	15125

Funding shortfall  
4125 USSU to fund the shortfall

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19				
Abbasim, Aliya	P	P	A	R	P	P				
Cameron, Mason	P	P	P	A	P	P				
D'Eon, David	P	P	P	P	P	P				
Dumont, Darcy	P	P	P	P	R	P				
Erlandson, Erika	P	P	P	P	P	P				
Heintz, Austin James	P	P	P	P	P	P				
Kapacila, Deena	P	P	P	P	P	P				
Kobes, Brent	P	P	P	P	P	P				
Koh-Steadman, Noah	P	P	P	P	P	P				
Lau, Crystal	P	A	A	P	P	P				
McMillan, Alexandria	P	P	P	P	P	P				
Murphy, Aidan,	P	P	P	P	P	P				
Nagel, Madison	P	P	P	R	P	P				
Phillips, Kylie	P	P	P	P	P	P				
Quan, Jessica	P	P	P	P	P	P				
Roberts, Kiefer	P	P	P	P	P	P				
Samson, Kirsten	P	P	P	P	R	P				
Trudel, Keana	P	P	R	R	P	P				
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P				
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P				
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P				
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P				
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P				

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
November 30, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
  - 2.1. Introduction of Guests**
  - 2.2. Sophie Maria Hitchings**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – November 2, 2017**
  - 3.2. Executive Committee – November 15, 2017; November 20, 2017; November 30, 2017**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report – October 20, 2017; November 3, 2017**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. President Peter Stoicheff**
  - 5.2. MUB Update**
  - 5.3. Undergraduate Project Symposium**
  - 5.4. Council Nametags**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, November 2, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Aliya Abbasi, Nursing  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Christy McPherson, Dentistry  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Brian Trinh, Medicine  
Crystal Lau, VP Student Affairs  
Mason Cameron, Agriculture and Bioresources  
Keana Trudel, Agriculture and Bioresources

**Absent**

**Guest List**

Nykole King  
Nancy Turner  
Travis Hebert

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land generations before this institution was established.

President D'Eon requested to move 3.5 ASSU Apology to 3.2. No one was opposed to this.

Move to accept the amended agenda.

**USCMotion051:** President D'Eon/Councillor Dumont

**Carried**

## **2. Introductions**

President D'Eon thanked Nykole King for attending Council again. He also introduced Nancy Turner, the Director of Teaching and Learning Enhancement from the University.

## **3. Council Address**

### **3.1 Teaching Evaluation update**

President D'Eon stated that VP Quan had requested that Nancy Turner come and present on a change that they are making to teacher evaluations.

Move to informality.

**USCMotion052:** President D'Eon/Councillor Roberts

**Carried**

Nancy Turner stated that she was excited to present on this topic, as the current project has been being worked on for many years. They are exploring the way in which students evaluate teacher quality on campus. This work has been overseen by the Teaching, Learning, and Academic Resources Council (TLARC). She explained that policy states that classes must be evaluated on a regular basis and through a valid instrument. It is up to each department to determine what instrument they want to use. The University has one instrument that is a recommended, and this is called the SEEQ (Student Evaluation of Educational Quality). The university believes that student evaluation is very vital to the ongoing improving of teaching and learning, for the ongoing academic programming, and for the ongoing professional development of the faculty and instructors. The feedback that students provide helps faculty and instructors know how they are doing, and how to improve the delivery of their courses. These evaluations also provide a good way to open up discussions with students about the reasons why professors choose certain approaches to administer their courses. Evaluations are also vitally important for informing the University's collegial processes. These evaluations are important for when instructors are applying for tenure and when they are going for promotion. The evaluations are beneficial to use as an institution to look more broadly at our programs and how students

experience those programs. They began reviewing the current instrument (SEEQ) in 2014, as they were looking at the policy around student evaluation, and in their conversations they were receiving a lot of feedback that SEEQ was not meeting the needs of people on campus. Right now, SEEQ is used by only half of the groups on Campus. Rather than looking at getting a new tool, they decided to take a year to frame this by looking at what they meant by teaching quality at our institution. They brought their ideas together and created a framework of teaching quality that helped inform their decisions around the student evaluation tool. From there, they came up with a set of principles, to use to to evaluate all of the different evaluating tools available to them. Ultimately, the committee decided to go forward with a tool called Blue. She stated that they had a considerable amount of student input. Both VP Quan, and former VP Academic Affairs, Brooke Malinoski have sat on TLARC and provided their feedback. The company who created Blue came and gave a presentation on Campus to some students as well. With all of this feedback, the committee decided to go ahead and pilot with Blue. Blue is an instrument that has been developed out of the University of Toronto.

Nancy outlined some of the reasons why they chose to go with Blue. It was important to the committee that they go with a system that encourages students to talk about their experiences in the class, and how their experience in the class supported their learning, rather than how satisfied they were with their experience. They wanted the questions to be focused on learning. It is also a valid instrument, and they know that it measures student experience and learning. The University of Toronto has measured it extensively. They will be testing it on our campus as well, to see that it measures student experience and learning on our campus. She stated that the system is also flexible. It has six institutional questions that will be asked in every class across campus; however it has the ability for Colleges, Departments, and Instructors. As they are rolling out the pilot, they are encouraging instructors to use the evaluation in the middle of the term, to get the feedback from students, and then be able to make changes in the class. It is easy to use a system as it is integrated in blackboard. This is much more concise than the current system that emails students the evaluations for each course that they are in.

She gave some examples of the questions, specifically the 6 core questions. Examples of the questions are “the course provided me with a deeper understanding of the subject matter” “I found the course intellectually stimulating” “the instructor created an atmosphere that contributed to my learning” etc. She noted that there were open-ended questions, which allow students to give their input.

She stated that the tool is being piloted this term in five different places on campus, such as Nursing, Physical Therapy, Edwards School Business, the College of Pharmacy and Nutrition. Next term, they will be doing all of these places, as well as some departments in Arts and Science. They will be taking the outcomes of these pilots and presenting them to University Council, and ultimately ask University Council to approve it as the official institution student evaluation tool.

A councillor asked how were the colleges selected for the pilot program?

Nancy responded that they were selected by stating their interest in the tool. They went and asked all Associate Deans who would like to participate, and it were those who were willing who are participating in the pilot program.

Councillor Murphy asked if the process would be similar for which departments of Arts and Science participate in the pilot program?

Nancy responded that she presented this to the Undergraduate Chairs in Arts and Science last week, and asked them who is interested. She stated she is hoping they get some disciplinary variation.

A councillor asked if it costs students more for this evaluation tool than the previous one?

Nancy Turner stated that it does not cost the students more directly for this tool, but there is a cost for this tool where there was not one before. She stated that the University would pay a license to the company to have the tool and the system implemented; however, we will not have to manage the system ourselves, which is what we do with the current program. She said the cost of evaluating is just being shifted with this new program.

A councillor asked what the response rates are for the current tool?

Nancy Turner stated that the response rates from the SEEQ are not that abundant. They are hoping that there will be more responses with the new program. With the midterm evaluation that they just ran, they got about 25% response rates. They are hoping that with end of term evaluations, they can work with the faculty to inform their students about the evaluations. She also stated that the integration with blackboard will result in more responses.

Councillor Roberts asked if off-campus classes would be included in these evaluations?

Nancy Turner responded that they would be able to use this evaluation tool. She also noted that this system allows there to be questions asked for only online classes, whereas this was not possible with the old system.

VP Quan thanked Nancy Turner for presenting this tool to Council. She stated that if Councillors want to share any more feedback, that they can get in contact with Nancy or herself.

### **3.2 ASSU Formal Apology**

President D'Eon introduced Travis Hebert, the President of the ASSU.

Travis Hebert stated that on October 21st, there was an incident at a private ASSU event that caused some people to feel uncomfortable. He stated that the ASSU would like to apologize to anyone who has been affected by this incident. The ASSU is known as a welcoming and accepting community for all, and this incident ran contrary to this

opinion. He stated that more could have been done to prevent this incident from happening, and the ASSU is taking steps to make sure that people feel safe and comfortable within the organization. This extends beyond removing the individual from the group. Among other steps, their actions will include, amending their constitution to prevent governance issues that became evident in this case, as well as altering the structure of their off-campus events to minimize risk, and to partake in different training sessions along the way. They are taking steps to make sure that this does not happen again. He thanked Council.

VP Kapacila thanked Travis and the ASSU for being responsive throughout the entire process, and how they have taken this process seriously.

### **3.3 USSU Staff**

President D'Eon reported that the Executive have overheard some Councillors being unnecessarily critical of the staff at the USSU. He stated that if any of the Councillors are having serious problems with the USSU staff, to direct them to himself.

VP Kapacila stated that the staff is vital to the organization as they work all year round, to get the Executive ready to work. She summarized the roles of the USSU staff. She stated that if the Councillors ever have questions about what the staff does, that they should ask the Executive.

President D'Eon stated that he would like to give GM Cottrell speaking rights even though she has them.

Move to give GM Cottrell speaking rights.

**USCMotion053:** President D'Eon/VP Quan

**Carried**

GM Cottrell noted that she has worked for the USSU for just over 12 years, and that she has worked with hundreds of Councillors. She stated that this comes up from time to time. She stated that it is important for people to understand that the people who work for the students believe in the Union. They do not work here just for a pay check, but because they care. There are people who have worked here for almost 12 years, without taking a single sick day. The Senior Management team has a combined experience of nearly 100 years. They take their jobs seriously, and they respect what the Councillors do. She stated that she is impressed with the level of respect that the Staff shows the leadership on this Campus, and that it is hurtful to these people to hear what some Councillors may say. She stated that if Councillors have an issue, that they should come see her or any member of the Executive. She asked the Councillors to treat the staff with the respect that they deserve, and she thanked the Executive for raising this.

### **3.4 Bylaw Amendments**

President D'Eon reported that the Annual General Meeting will take place on November 23rd, at 6 pm in Arts 241. He stated that a big part of the AGM is the bylaw amendments

that they put through. The AGM is the only time that Bylaw amendments can be put through, besides Special General Meetings. He summarized the Bylaw amendments. He stated that there minor changes, such as giving people more time to submit bylaw amendments. He stated that another change that he is passionate about is the removal of the requirement of the Executive to take classes during their term. He stated that he was aware before he was elected of the toll that this role would have on the academic and mental wellbeing of the Executive. The Executive are still able to take classes. If an Executive member decides to not take a class, they would be coded so that they are taking a Co-op program. They would still be classified as a student and pay the fees, and have access to all the services and benefits that are available to students. Another change that was put forward by Councillor Heintz is making a Bylaw requirement that elections would only be held until October 31<sup>st</sup>. Council can still make a decision to run a By-Election after October 31<sup>st</sup>; it is simply no longer required. Another change is the addition of the member to the Sustainability Committee from the Office of Sustainability. There is also a change that if there are any empty positions after the March election that the Union does not need to hold a runoff election because there simply is not time. He stated that he would be taking questions if Councillors have any.

He stated that the next Council will take place on November 30th. Next week the Executive will be in Winnipeg for a conference on Reconciliation. The week after that is the Midterm break, and the week after that will be the AGM. He asked that Councillors be at the November 30th meeting at 5:30 pm, as President Stoicheff will be there and they will be having food. He asked for Councillors to send him any topics they would like to talk about with President Stoicheff.

Councillor Koh-Steadman asked for clarification about the Runoff Election?

President D'Eon stated that it is another word for a By-Election. This is when there is someone running for a seat but does not get acclaimed.

Councillor Phillips asked how many people, outside of Council, need to show up to the AGM?

President D'Eon stated that there needs to be 50 students in total, including the Councillors and the Executive. He asked that the Councillors bring two friends, and that there will be pizza.

### **3.5 Report on Meeting with Minister Doherty**

President D'Eon reported that this past week he and VP Quan went to Regina for a meeting with the Minister of Advanced Education, who resigned two days later. He stated that they will meet with the new Minister of Advanced Education. At the meeting they brought up the proposed University bond, and they requested that the bond goes towards Infrastructure. President D'Eon stated that it sounded like the Minister would ensure that WCVM receives funding, considering that Alberta pulled out of the agreement. They also spoke with the Minister about the upcoming Provincial Budget.

President D'Eon noted that the Minister gave them no indication that there would be an increase in funding to the University this upcoming year. The minister used wording that would suggest that there would be further cuts in funding this year. President D'Eon asked that Councillors bring back this information to their constituencies.

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

- 4.1 USC Minutes – October 19, 2017**
- 4.2 Executive Committee – October 23, 2017; October 30, 2017**
- 4.3 Academic Affairs Committee Minutes and Report – October 26, 2017**
- 4.8 Budget & Finance Committee Minutes and Report – October 27, 2017**

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

Move to accept the minutes and reports into the record.

**USCMotion054:** Councillor Samson/VP Kapacila

**Carried**

#### **6. Business**

#### **7. Any Other Business**

VP Kapacila stated that Stefanie Ewen, GM Cottrell and VP Quan had been working on a the Memorial Union Building plaque. They wanted to present the wording to get feedback from Council. She stated that they are happy with the draft, but they would appreciate comments from Council.

Councillor Murphy asked if there could be something talking about the origin of the name Louis' as it is named after Louis Riel?

GM Cottrell stated that they have no more space to add more wording. She explained that the way the plaque is organized, they have no room for more than 136 words.

VP Quan stated that they wanted to focus on the Memorial Union Building, as anything inside of the Building is subject to change.

Councillor Samson noted that the draft is worded very well. She stated that she thought that the last sentence seems as if it is just added on. She stated that it might not be in spirit with reconciliation.

GM Cottrell stated that she understands what Councillor Samson is saying and that she struggled with this. She stated that it seems to be the most logical place to put this. She stated that they will re-examine this to make sure that this is the best place for this line.

Councillor MacPherson stated that she likes most of the wording, and that they could just shift the wording around in the last sentence. She recommended adding this line somewhere else in the blurb.

Councillor Kiefer suggested having a moment of silence in honour of Remembrance Day and the soldiers who lost their lives at war.

Chairperson Hitchings stated that this was a good idea, and that they will do it after the discussion ends.

President D'Eon requested that any further discussion on this topic would wait until Questions, Comments, and Announcements.

## **8. Questions, Comments, and Announcements**

Councillor Murphy stated that he had proposed a Bylaw amendment to leave one Arts and Science MSC spot for a science student. He noted that Political Science students typically take up the seats. He noted that his amendment was deemed illegal; however that the dream lives on.

Councillor Phillips stated that the Political Science Students' Association has a steak night fundraiser next Tuesday. She stated that all proceeds will go towards funding future events.

President D'Eon stated that upon the requests of Councillor Roberts, they would have a moment of silence to pay respect to the soldiers and veterans of this land.

VP Quan stated that she had sent an email to all Councillors explaining that their Co-Curricular records had been updated with their positions as councillors as well as their spots on committees. She reminded Councillors to go check it at [ccr.usask.ca](http://ccr.usask.ca) and to log in with their NSID, to make sure that their records are correct.

Councillor Dumont stated that there would be an Admissions Information session hosted by the College of Law on November 23<sup>rd</sup>, in Law Room 64 at 4 pm. The LSA had a food drive in October as a competition between first, second, and third year law students. The third year students won. In addition the LSA will have a Movember competition with the Medical Students Association. Whichever students' society raises the least amount of money will have to wear the other college's t-shirts. There will be a lecture at the College of Law On November 9<sup>th</sup>. It will host the former Prime Minister, Paul Martin and he will be talking about Indigenous Education.

VP Kapacila asked GM Cottrell to give a brief itinerary of the ceremony on November 11<sup>th</sup> for the Councillors?

GM Cottrell stated that our President will attend the Remembrance Day Ceremony at SaskTel Centre, where he will lay a wreath. After this, all of the wreathes are brought to the Memorial Gates, which are by the entrance to Royal University Hospital. The gates were built by the students' union and the Alumni Association, to remember the First

World War dead. This takes place at 1:30 pm. After this, the USSU holds a reception in Louis' Loft by the Memorial Fireplace. This goes from about 2:00 pm till 3:00 pm.

Councillor Kobes stated that on November 3<sup>rd</sup>, the Newman Centre in St. Thomas More College will be holding a coffee house at 7 pm.

Councillor Murphy stated that the ASSU had an open mic night, for OutSaskatoon's youth shelter. He stated that it was very successful and that many people came out to perform.

Councillor Abbasi reported that the SNSS had visited the Ronald McDonald House for Halloween. They carved pumpkins with the families, and then participated in Trick-or-Eat. She stated that they have their mock OSCEs coming up, and stated that they are looking for volunteers for these.

VP Kapacila stated that Greg Fowler will be presenting to the Budget & Finance Committee on November 28<sup>th</sup>.

President D'Eon reminded Councillors that President Stoicheff will be attending Council on November 30<sup>th</sup>. He asked that Councillors act professionally when questioning the President.

Councillor Murphy stated that he had believed that they would move the decision on the plaque in Questions, Comments, and Announcements.

Chairperson Hitchings stated that this would be done when there would be another draft finished.

President D'Eon stated that he requested that the discussion be moved to Questions, Comments, and Announcements, but that there would be no motion.

Chairperson Hitchings stated that there was a consensus that whoever was working on the wording before would create another draft, and then bring it back to Council.

## **9. Adjournment**

**Executive Meeting**  
**Minutes for November 15, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell, Jason Kovtich, Jason Ventnor, Stefanie Ewen, Amanda Mitchell

**1. Call to order**

The meeting was called to order at 10:05 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila:** VP Kapacila reported that Glen from the government has gotten back to her about the unlawful deductions on workers, specifically students. She stated that she would put the Rights and Regulations PDF on the USSU website. She reported that Ready for Work will be coming in and giving presentations to students about their rights as workers. This presentation will take place in Louis' Loft.

GM Cottrell noted that she is not sure whether this falls under the USSU's mandate, and that there is the SECC. This might make the USSU more accountable for Labour Laws. She stated that we can provide links to documents, but that we cannot offer advice about Labour Laws.

VP Kapacila stated that the handout just provides a brief summary of the Labour Laws, which makes it more accessible for students to understand.

Jason Ventnor agreed that we should just put a link.

Jason Kovtich stated that we should treat this how we treat Peer Support, in the sense that we can pass on the information to students.

Jason Ventnor reiterated that we should put a summary of what the information is, and then provide a link to the PDF. There would need to be someone to check to make sure that the information is up to date.

GM Cottrell reported that it is important to only provide a link to the document, so that we do not cherry pick which parts of the document to show to students.

Stefanie Ewen stated that it is important to note that if we put it on our website, students may think that we are the go to people to talk to about this, even though we do not have an onstaff person who is an expert in Labour Laws.

**VP Quan:**

**VP Lau:**

#### **4. Business**

##### 4.1 Fee Deadline

GM Cottrell reported that she had a call from LucyVuong in Student Accounts, and that the fee change deadline is January 26 which is a Friday. She stated that we need to present the fees to Council on January 11th, and vote on them on January 18th.

President D'Eon stated that he would put this on the agenda for January 11th.

GM Cottrell remembered that StudentCare is presenting their fees on January 11th, and suggested presented the fees on January 4th.

President D'Eon stated that he would rather have all of the fees on one day, so he will put it on the agenda for January 11th.

##### 4.2 AGM

President D'Eon reminded everyone that the AGM is next week. He asked that the Executive prepare a brief summary of their year so far.

GM Cottrell stated that they need to decide which Executives will speak toward which amendments.

VP Kapacila reported that she would send an email out to all of the campus groups.

##### 4.3 President at Council

President D'Eon stated that he has reached out to Council and only Dentistry has responded with questions about their fees. He reported that they need to prepare Briefing Notes for the President, and that they would ask about fees and tuition. He will ask President Stoicheff to give a talk about whats working well with the University and what he wants to fix.

##### 4.4 MUB Update

GM Cottrell reported that Strata is reaching out to companies for the floor project. She stated that she and Stefanie have met with Renea Cave, the designer, to pick out lighting and flooring materials.

Stefanie Ewen stated that they had talked about painting the staircase up to the Loft, as restaining it will not change it that drastically. They have selected furniture and the colours.

GM Cottrell reported that most importantly they know they will be able to finish this project over the Christmas break.

Stefanie Ewen suggested presenting the drawing of the furniture to Council.

#### 4.5 ASSU

GM Cottrell stated that she has met with Travis from the ASSU. She stated that Scott Hitchings is willing to do governance work with any of the campus groups. She stated that they will need to vote to pay Scott if they want him to review the groups.

President D'Eon reported that there was three groups interested in having a someone look over their constitution and bylaws.

GM Cottrell stated she would find out how much money they would need to pay Scott.

#### 4.6 Pharmacy and Nutrition Donation

VP Kapacila reported that the SPNSS are doing a food drive, and are looking for a donation. She asked if there was interest from the Executive in supporting this.

Jason Kovitch clarified that they are asking for money so they can buy food, which they will sell to raise money.

Jason Ventnor stated that the USSU can not make charitable donations.

VP Quan stated that we should not break precedence and make a donation.

Jason Kovitch stated that they should come and ask for money from the BFC.

VP Kapacila stated that she would recommend that they come to BFC, and that they also contact Mark Tan, the Food Centre Coordinator.

#### 4.7 Nursing Funding Request

VP Lau stated that this came through the Sustainability Committee, but they have had troubles meeting. This is for the Regina Campus. They have five events coming up. The costs include food, decorations, and an educational event.

VP Kapacila stated that they reached out to her, and they were not able to list 15 members.

GM Cottrell stated that there are no sustainability initiatives in this proposal, other than that they will provide sustainable foods.

VP Lau reported that they will be showing people how to access healthcare.

President D'Eon stated that this fund has been used in the past for educational events that show people how to be more sustainable.

GM Cottrell noted that there have been no other funding requests for the Sustainability Fund.

Move to fund the request.

**ExecMotion019:** VP Lau/VP Quan

#### 4.8 Winter Welcome Week

VP Lau reported that she has met with Dan Smolinski, and that they have been planning events. They will have an official opening of the Rink, Bring Back Summer (BBS) House Party, and a Karaoke event.

GM Cottrell noted that the problem with Winter Welcome Week is that not a lot of students come. She stated that it is good that VP Lau is tying in these events to those that we already do.

#### 4.9 Campus Legal Services

VP Quan stated that she has met with both of the coordinators of CLS. They have talked about how they can better the relationship between the USSU and CLS.

They would like help in promoting CLS, as well as making it sustainable in the longterm. They have expressed interest in having a CLS plasma ad, and some print materials to promote their services. They would like to present to Council on January 11th about what CLS does. Further, she and the coordinators have talked about creating a MOU between the USSU and CLS. She noted that she reached out to the Supervisor as well, and they will try to make CLS more accountable and accessible to students.

Jason Kovitch recommended moving their office to our spare office, and this might make them more accountable.

GM Cottrell stated that one way they could make it more accountable is to hire a law student to run CLS.

VP Quan stated that she would rather that they are autonomous, and not one of the USSU's enterprises.

GM Cottrell stated that CLS is similar to the USSU's centres, but we would need to see numbers before paying for a student.

## **5. Adjournment**

The meeting was adjourned at 11:10 am.

**Executive Meeting  
Minutes for November 20, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:15 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

President D'Eon noted that he has taken his Parliamentary course, so he will be able to chair Council if Scott Hitchings is unable.

**VP Kapacila:**

VP Kapacila reported that she will be deratifying the peer health mentors, as agreed by Rita and Peter Hedley. They would still be able to get XL Sponsorship.

GM Cottrell stated that they need to apply for grants from VP Lau instead from sponsorship.

President D'Eon stated that he agrees that they are a good organization, and that it would be good to have them maintain control.

**VP Quan:**

**VP Lau:**

**4. Business**

4.1 Cannabis

President D'Eon stated that he thinks the Executive should have a unified stance on this item. He asked who has had conversations about this on committees?

VP Kapacila stated that she has discussed this when talking about the Alcohol Policy.

VP Lau reported that she has talked about this with the other Executives members.

VP Kapacila suggested that the Executive do research before formulating a stance.

President D'Eon stated that he would like to know the principles that they will take to address this issue, such as if the University will take a harm reduction approach.

VP Kapacila stated that they University seems to be not too concerned about this, and that they just want to incorporate it into the wellness strategy. She stated that the Executive should bring an evidencebased approach.

President D'Eon stated that he is in favor of adopting a harm reduction, and evidence based approach.

#### 4.2 Executive Compensation

GM Cottrell reported that her counterpart at Athabasca University provided a report of the compensation and benefits that different Executives receive at different student unions. She reported that the USSU ranks in the middle; however that we are lacking some of the benefits. She wanted to make the Executive aware of where they rank.

VP Kapacila reported that some of the other student unions pay for the Executive's tuition.

GM Cottrell reported that the last addition to the Executive's compensation is that they covered the Executive's cell phone bill.

President D'Eon asked what GM Cottrell's recommendations are for improving the compensation?

GM Cottrell stated they could pursue covering tuition, as most other students unions cover this.

President D'Eon stated that he would be in favour of improving the personal development fund.

VP Kapacila stated that the Executive already has professional development, and that more personal development might take them away from the office too much.

GM Cottrell stated that they could add another budget line under the salaries to include a line for personal development. She recommended that the Executive go over the chart.

VP Quan recommended allowing the Executive to get a UPass and pay what students pay for them.

President D'Eon stated that the Executive is already doing something to improve the compensation, by removing the requirement for Executive members to take a class.

#### 4.3 UPS Flyer

VP Quan stated that she is currently spending money on advertising for the Undergraduate Project Symposium. She is working to get third party funding finalized before asking for a certain amount from the Executive.

GM Cottrell recommended that VP Quan look at what they spent on the UPS last year and increase it by 5%. She noted that there is a budget line for this for \$1600, so VP Quan does not need a motion to approve the spending for this.

#### 4.4 One Day for Students

VP Lau reported that this event will take place on March 6th. This event involves students raising money, which the Nassar fund will match. She reported that she will be involved in planning this event, and asked for the other Executive's input on this. She suggested that they could bring the committee to Council, or that she could present the event to Council to get their input.

President D'Eon stated that once she knows what the money is going towards, she could present it to Council.

VP Lau reported that she will bring this to her Student Affairs Committee.

#### 4.5 Transgender Day of Remembrance

President D'Eon stated that he will be attending this event in ARts 217 at 6 pm today.

#### 4.6 Retreat

GM Cottrell asked where the Executive wants to go for the Retreat? She reported that in the past they have gone to Earls and Boffins. She asked if they wanted to combine the Senior Management Retreat and the Executive Retreat?

The Executive was in favour of combining the retreats.

#### 4.7 Agenda for Council

President D'Eon stated that he will be moving the Minutes and Reports before the Council Address. This will encourage Councillors to ask questions about the minutes.

### **5. Adjournment**

The meeting was adjourned at 11:19 am.

**Executive Meeting**  
**Minutes for November 27, 2017**

**Present:** President D'Eon, VP Quan, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:35 am.

**2. Quorum**

Quorum was present.

**3. Roundtables:**

**President D'Eon:**

Projects:

- Exploring the hiring of a governance assistant for constituency groups
- Setting up meeting for SSC; asks almost compiled, published
- External affairs committee organizing tabling for Jan/Feb, other awareness campaigns

Meetings:

- President Peter Stoicheff as Peter Stoicheff
- ASSU General Meeting
- USSU Financial Review
- Prince Albert Campus
- Indigenous Student Affairs Committee (Quorum not met, meeting cancelled)
- External Affairs Committee
- Riel and Stephanie, Omega Eta Phi
- Antonio Brieva, UCRU Chair
- Kiefer Roberts
- Aidan Murphy
- Kirsten Samson

Communications:

- Len Findlay
- Jamie Miley
- Herb Cox, Minister of Advanced Education
- SSC
- Merna Emara, Charlatan (Student newspaper from Carleton)
- AOCP
- Meghan Johnson, JDC West

Events:

- Chillin' for Charity
- Meet & Greet with Ryan Meili

## **VP Kapacila:**

### Meetings:

- Risk Management ESB
- Nigerian Students Society
- Student Fee Review Committee
- Reconciliation Forum
- Financial Review (September)
- Louis' Meeting
- Place Riel Update Meeting
- Living Our Values (Patti McDougall)
- Senior Managers Meeting
- Faith Leaders Council/Peer Health Mentors (Peter Hedley)
- Planning and Priorities
- Bringing in the Bystander
- V.A.S.U. AGM
- USSU Annual General Meeting
- Meeting with Ben F. (Engineering Student Fee)
- Meeting with ISC President
- Ice Facility Steering Committee
- CFCR
- SFL (Ready for Work Campaign)
- Glen McRorie (Director of Employment Standards)
- Greg Fowler at Budget and Finance Committee

### Scheduled Meetings

- Student Grants (Dan, Jason Kovitch)
- UPASS Agreement (GSA, Jason Kovitch)
- Minister of Advanced Education
- Alcohol Policy (Patti McDougall)
- President's Breakfast (Professional Development Funding)
- Planning and Priorities
- Admin Team Meeting
- Write for Rights (Amnesty International Campus Group)
- Financial Review (October)
- Student Fee Review Committee
- Rapid Access Transit Forum

### Ongoing Projects:

- Campus Groups Policy and Procedures
- Campus Club Week (Term 2)
- Risk Management Sessions
- Online Insurance Database

### Daily Deena:

- Cheque Run
- Wellness Expo Planning (Term 2)
- Insurance forms renewal
- Campus Group correspondence

## **VP Quan:**

### **USSU Executive Roundtables – Nov. 15th**

**Nov. 6<sup>th</sup> – 15th**

#### **VP Academic, Jessica Quan**

##### Ongoing projects

- Undergraduate project symposium
  - Working with the UPS committee, RSAW committee, and the department heads of Drama, Art and Art History, and Music to develop an arts strategy concerning space, rubrics, and judging
- Campus legal services
  - Arranging a meeting with the student leaders (Desiree and Nathan), the CLS supervising professor (Keir Vallance), Caroline and I to discuss long-term, structural considerations
  - Will be doing a communications strategy in January - plasma screens, business cards, posters, Facebook graphic and ad
  - CLS to present to council on Jan. 11th

##### Weekly tasks

- Academic grievances – received 5 new academic grievances – currently working on 4 active grievances
- CFCR – Councillor Kobes recorded an episode for Nov. 7<sup>th</sup> and Nov. 14<sup>th</sup>

##### Events and meetings

- Reconciliation conference – Nov. 7<sup>th</sup> – 10<sup>th</sup>
- COWCUBS conference – panelist, Nov. 6<sup>th</sup>
- Remembrance Day Ceremony and reception
- Planning Advisory Group
- Research, Scholarly and Artistic Work Committee
- Academic Programs Committee
- Living our Values Meeting
- Student Forum Executive Committee

### Executive Roundtables, Nov. 15th-20th Roundtables

#### USSU VP Academic Jessica Quan

##### On-going projects

- Undergraduate project symposium
  - Reached out to additional sources for funding
  - Have 10 judges confirmed so far
  - Rubric has been finalized - to be posted on USSU website
  - Presented to University Council on the UPS
  - Reached out to department heads for support

##### Weekly Tasks

- CFCR - Councillor Kobes recorded an episode this week
- No new academic grievances this week - currently working on 4 active grievances

##### Events and Meetings

- Academic Programs Committee
- University Council
- Salome van Rensberg - CCR

## Other

- Used a sick leave day because I sprained my ankle on Nov. 17th

USSU Executive Roundtables, Nov. 20th-27th

Jessica Quan, VP Academic

## Ongoing Projects

- Undergraduate Project Symposium
  - Secured \$1200 in funding from APEGS, \$500 from the Office of the University President, \$200 from Jackie Ottman
    - Waiting on confirmation from the rRemai Modern
- Co-curricular records
  - Met with the Kin Students' Society and the Pharmacy and Nutrition Student Society to provide guidance and support on how to model CCR

## Weekly Tasks

- CFCR - Councillor Kobes recorded an episode
- Academic grievances - 2 new grievances this week, 4 active grievances

## Meetings and Events

- USSU AGM
- Trans Day of Remembrance
- Teaching Excellence surveying
- Pharmacy and Nutrition - CCR
- Student Forum
- Academic Affairs Committee Meeting
- TLARC working group on teaching evaluation
- TLARC wellness strategy working group

## **VP Lau:**

### **Projects:**

#### Rink in the bowl

-drafting of MOU

-communicated with PAC about skates, walk through of system with student card rental

-communicated with Alumni Relations for \$5000 sponsorship & special events booking

-Rink crew

#### Strategic direction working group for IAC

-committee's terms of reference

-ideas for strategic focus

#### Upper year A & S students engagement

-possible ceremony for honours & deans list students (3rd year mostly)

#### FMP3

-catch up on Tampons orders

-tidepod has arrived, different than the tampons shipment

-communicated with the union & FMD with the incoming shipment

**Communications:**

- sustainability comm meeting time
- called in for info for global village
- called Dan and discussed about Winter Welcome Week planning

**Others:**

- Worked from home mostly
- visited centres
- President's appreciation reception for United Way

Projects:

One day for students:

- met with Kristen & Leah regarding Alumni events @ Rink

FMP3:

- checking on bathrooms
- need to get more baskets for phase 3 bathrooms

Global Village:

- met with student group leaders about ideas, placement
- did a walk through @ Loft & Louis

Meetings:

- Student Affairs Committee
- Introductions, panel, scenarios, networking time
- reaching out to Panelist
- Working on Winter welcome week
- Mental Health Program / One day for students (March 6th, 2018)

- Sustainability Affairs Committee
- approved partial fundings for ESSA
- requesting Areo Design for a presentation

Others:

- At the Winter City Workshop on Tuesday
- AGM

**4. Business**

**4.1 Student Group Collaborations**

VP Kapacila reported that a number of groups are having an event together and they submitted a proposal.

GM Cottrell stated that they have in the past given up to \$3,000 in collaborative funding for groups holding events together. She noted that the Executive Sponsorship is not really meant for this type of event, and that it would be best if it came out of Campus Group Funding.

VP Kapacila stated that she will take this out of Executive sponsorship since they are only asking for \$250 in Pepsi products.

President D'Eon asked if they should approve more funding than \$250?

VP Kapacila stated that they should only approve what they have asked.

GM Cottrell reported that we are down quite a bit in terms of Campus Group Funding. This could affect Louis' as they budget for having campus groups use their space.

#### 4.2 Soup and Bannock

President D'Eon stated that he would send an invite to the Executive to attend the weekly soup and bannock session at the Gordon Oakes Red Bear Student Centre.

#### 4.3 UCRU

President D'Eon stated that all of the asks of the UCRU were fairly well received. He stated that he would recommend having a refundable tax credit. They had a meeting with a member from the office of the Status of Women, and they will be sending out a survey about sexual harassment on campus.

#### 4.4 Agenda

President D'Eon stated that the only thing on the agenda is the address from President Stoicheff.

GM Cottrell stated that she would like to give a MUB update.

VP Quan requested to talk about the Undergraduate Project Symposium.

VP Kapacila reported that she would give the report on the meeting with Greg Fowler at the next meeting.

#### 4.5 Campus Rec Sponsorship

Jason Ventnor stated that Campus Rec has requested for \$500 in sponsorship for their Christmas party, which rewards their volunteers.

Move to sponsor \$500 for the Campus Rec Christmas Party.

**EXECMotion020:** President D'Eon/VP Quan

**Carried**

#### 4.4 Budget

VP Kapacila stated that there is \$11,000 variance this year. However, she stated that we are right on budget this month. She stated that there will be recurring variances that make it look like we are not spending money, but we are at a similar place as last year. She stated that is because the budget projections are very different from the actuals.

#### 4.5 Undergraduate Project Symposium

VP Quan stated that she has reached out to different stakeholders to get award funding. They have confirmed funding of \$250 from the Mayor's office, and the President's office has agreed to match this donation of \$250. She has asked the Remai Modern for \$200, and they have said they would get back to her at the end of the month. Jacqueline Ottman, the Vice Provost Indigenous Engagement has agreed to \$200 in funding. VP Quan has also ensured funding for \$1200 from associations to cover the cost of the science prizes.

#### 4.6 One Day for Students

VP Lau reported that this will be taking place on March 6th. The GSA have reached out to her asking if we would like to collaborate with them on a talent and fashion show. VP Lau asked if the Executive would be interested in this?

VP Kapacila has not approved any funding that would go towards the GSA; she stated that she will be voting no against all of the asks.

President D'Eon stated that if the money is not going to the GSA, he would be ok with helping them out through letting them use Louis'.

VP Quan stated that they need to present an actual business plan before moving forward.

President D'Eon stated that the Executive would consider this if they present a business plan, and then they would consider helping them out through covering the room rental. VP Lau will email the GSA this information.

### **5. Adjournment**

The meeting was adjourned at 11:40 am.

**External Affairs Committee  
Minutes for October 20, 2017**

Present:

Kirsten Samson, Aidan Murphy, Carlos Pimentel, Jake Reaser, Jason Ventnor, David D'Eon

Absent:

Mack Gill

The meeting was called to order at 12:30 pm.

- Start with asks for government (David)
- Primary goal of committee is to put education on the top three points of the government budget
  - o Town halls, petitions, rallies may be necessary for gaining student support for SCC
  - o Kirsten suggests rallies, for the time being, may not be as viable due to cold weather. Kirsten points out social media is the key to this, particularly through a facebook group, not a page, to form a grassroots social media
  - o Aidan points out this grassroots idea has been used in the past. Points out that there are prior movements that we could take information from
  - o David asks if SSC should take this form, or just our committee.
  - o Aidan points out using a group should increase our collective ability to share information to each other and to our fellow students
  - o Carlos points out social media presence is important for student involvement, both within the university and throughout universities in Saskatchewan. Pulling students in through better transparency and sharing who we (the USSU, SSC) are and what we do
  - o Kirsten points out it is important to keep the message positive, although we may express anger towards the government, we must avoid becoming partisan.
  - o David says that in conversations with professional colleges, they are aware how dire the situation with the government currently is.
  - o Kirsten believes that this first term should be used to build support on campuses before bringing out our message in the second term
- First prong of our approach is social media, namely media reform in the SSC
  - o It is important, David indicates, to not get overly loose with social media posts so that the focus of the group is not lost.
  - o Aidan elaborates on his grassroots campaign point, indicating that although the SSC and the USSU needs to garner support from student groups. This can be done through better communication, having an important presence in the arts tunnel through tabling and posters.
  - o David asks what the should be discussed at upcoming AGM meeting (23rd November)
    - Jason points out that it in order to have an impact, we must act as soon as possible
    - Aidan is in favor of simple demands,

David has noted that the drop to tuition tax cuts in Saskatchewan, in his meeting with Bronwen Eyre this summer, was justified because ‘the federal government did it, and Ontario has also done it’

- o SSC will soon go to parliament
- o No one from other schools besides members of the SSC were present for rallies
- o Budget day event will be planned as a joint venture of USSU EAC and SSC
- o This same petition was tried last year, but David believes it was too late.
- o Aidan points out NDP does not read non-partisan petitions in the legislature. However, he says that they are still useful for gaining support

Kirsten indicates mental health petition in Place Riel used two petitions, one from each party, to be both partisan and nonpartisan. Online petitioning may be more effective, indicating including email in petition can allow petitioners to stay up to date with the cause.

- David says that a pre-budget town hall may be useful for having a better approach developed.

o Jason says the last time this was done was in 2012, and all constituencies must be consulted

o David suggests that this should occur before USSU elections so that it is on the minds of those running for USSU positions.

o Carlos suggests coming up with a “Make America Great Again” type tagline for this movement.

o David suggests using his “In Saskatchewan, we can move mountains, and that’s why we don’t have any” tagline for this initiative.

o Jason suggests coming up with some slogans and talking points for the next meeting.

o David set up a google document for coming up with slogans for SSC as well as general planning.

- Kirsten says that we should have our own poster campaign through finding people of influence from each college to act as a face for SSC. Aidan says this was done in David’s campaign

- David says that it is important to keep costs low, although if it will have an impact then it is worth the money

- Aidan says that having some sort of removable paper with the anti-cut message and a spot for a petitioner to sign their name could tie in well with the ‘cut’ iconography. David says this may be expensive to mail these small petitions to the government.

### **Meeting with Kevin Doherty**

- Meeting with Kevin is more of a formality, because having a new premier would mean a new minister of advanced education. David says we must push for a 90 million dollar bond for repairing aging infrastructure on campus

o The government may like this, as it is a very visible contribution to the school that could boost the government’s popularity with students.

- David says that we do have allies in the Sask Party, although they may not be public

about their support, they may still be useful.

- Other topic brought up will be loss of funding to Western College of Veterinary Medicine
- David says that administration costs are going to likely be a talking point, criticizing the bureaucracy of the university. However, a 5.6% cut will likely put stress on students regardless of what is done to improve administration.
- David says that other student coalitions do not need to hold rallies, as they have connections to the government.

Homework:

- AGM messaging
- Preparing petitions (Non Partisan Aidan)
- Preparing social media strategies
  - o Instagram
  - o Facebook group
  - o Twitter
  - o Contact building
  - o Student body (the key)
  - o David will work on an official timeline
  - o Slogan
- Next meeting will be on Friday November 3rd, third meeting date will be decided on doodle poll.

**Meeting adjourned 1:32 pm**

**External Affairs Committee  
Minutes for November 3, 2017**

**Present:** President D'eon, Jason Ventnor, Jacob Reser, Carlos Munoz Pimentel, Kirsten Samson, Aidan Murphy, Mack Gill

**Absent:** N/A

1. Call to order

The meeting was called to order at 12:34 pm.

2. SSC

- Using as ask to provincial government, as well as in joint-publications.
- Priorities have been established for SSC messaging in meeting.
- Asking for reinstatement of 5.6% cut, tuition tax credit, and more Northern campus funding.
  - Further developing policy through November break.
- Social media
  - Do not have capacity for committed social media person.
  - Likely shut down social media for SSC, leave up website, and push releases through student union social media.
- Petitioning government by the end of the month.

3. AGM

- Use as forum to discuss issues and solidify messaging:
  - More activity on social media.
  - Increasing outreach on campus.
  - Budget day Town Hall.
    - Invite Stop the Cuts, SMAC, etc...
- Learning from SSC initiatives and campaigns.
- Budget day activities should be discussed.
  - Potentially having a video prepared for cuts on budget day.
  - Reaching out to EBSS to help put this together.
  - USSU screens showing budget information

4. Facebook groups

- Better way of organizing on Facebook to page.
- Reach out to active student/activist groups.

5. Poster and petition campaign.

- Picture frame.
  - Jason Ventnor obtaining quote from XL: ~\$200.
- Ventnor will look in to Leaflet costs.
- Getting screen space by the time we are postering, petitioning and tabling full of information on budget cuts.

6. Next meeting

- Tabling schedule set out.
- Tabling & supplies budget.
- Graphic design and video.
- Planning budget day activities.
- Christine Freethey:
  - Organizing presentation re: library cuts.
  - Aidan will get in contact.

**Meeting adjourned 1:23pm**

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2			
Abbasim, Aliya	P	P	A	R	P	P	P			
Cameron, Mason	P	P	P	A	P	P	R			
D'Eon, David	P	P	P	P	P	P	P			
Dumont, Darcy	P	P	P	P	R	P	P			
Erlandson, Erika	P	P	P	P	P	P	P			
Heintz, Austin James	P	P	P	P	P	P	P			
Kapacila, Deena	P	P	P	P	P	P	P			
Kobes, Brent	P	P	P	P	P	P	P			
Koh-Steadman, Noah	P	P	P	P	P	P	P			
Lau, Crystal	P	A	A	P	P	P	R			
McMillan, Alexandria	P	P	P	P	P	P	P			
Murphy, Aidan,	P	P	P	P	P	P	P			
Nagel, Madison	P	P	P	R	P	P	P			
Phillips, Kylie	P	P	P	P	P	P	P			
Quan, Jessica	P	P	P	P	P	P	P			
Roberts, Kiefer	P	P	P	P	P	P	P			
Samson, Kirsten	P	P	P	P	R	P	P			
Trudel, Keana	P	P	R	R	P	P	R			
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P			
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P			
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R			
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P			
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P			

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
December 7, 2017  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes - November 30, 2017**
  - 3.2. Executive Committee - December 4, 2017**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report - December 1, 2017**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report - November 29, 2017**
  - 3.11. Student Affairs Committee Minutes and Report - October 16, 2017; November 20, 2017**
  - 3.12. Sustainability Committee Minutes and Report - November 23, 2017; December 4, 2017**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Greg Fowler & BFC**
  - 5.2. Council in Term 2**
- 6. Business**
  - 6.1. Impeachment for Attendance**
  - 6.2. Nomination to Appointments Committee**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, November 30, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Brent Kobes, STM  
Alexandria McMillan, Pharmacy and Nutrition  
Crystal Lau, VP Student Affairs  
Mason Cameron, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Aliya Abbasi, Nursing  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Christy McPherson, Dentistry  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Keana Trudel, Agriculture and Bioresources

**Absent**

Brian Trinh, Medicine

**Guest List**

Peter Stoicheff, President of the University of Saskatchewan  
Tony Vannelli, Provost  
Julian Demkin, Chief of Staff  
Regan Ratt-Misponas, ISC  
Lyndsay Afseth, Sheaf  
Jack Thompson, Sheaf  
Rose Wu  
Cameron Jensen  
Josef Borg

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land generations before this institution was established.

President D'Eon requested to add 2.2 Presentation of the Candy Cup.

Move to adopt the amended agenda.

**USCMotion055:** President D'Eon/VP Quan

**Carried**

## **2. Introductions**

### **2.1 Introduction of Guests**

President D'Eon introduced Regan Ratt-Misponas, the President of the Indigenous Students Council. He introduced Lindsey Asfeth and Jack Thompson from the Sheaf, Rose Wu from the College of Arts and Science, Cameron Jensen and Joseph Boyd from Sticky Sweet, and Mark Tan, the USSU Food Centre Coordinator. He introduced Julian Demkin, Chief of Staff for President Stoicheff, Tony Vanelli the Provost, and Peter Stoicheff, the President of the University.

### **2.2 Sophia Marie Hitchings**

GM Cottrell outlined Chairperson Hitchings' career with the USSU. He started out as a Councillor, and then became the President, and now he is the Chair. She reported that three weeks ago, Scott had his first daughter with his wife Ania, and the daughter's name is Sophie Marie Hitchings. She thanked Scott for his service to the USSU and presented him with a gift.

### **2.3 Presentation of the Candy Cup**

Mark Tan stated that every year the Food Centre organize the Candy Cup, as part of a larger event called Trick-Or-Eat. He reported that this year they collected 2500 lbs. of food and \$280 in donations. He stated that the team in second place is the team from ISAAC. He presented second place prize to Rose Wu. He stated that team Sticky Sweet came in first place, and he presented the first place prize to Joseph Boyd and Cameron Jensen.

## **3. Minutes and Reports**

### **3.1 USC Minutes – November 2, 2017**

### **3.2 Executive Committee - November 15, 2017; November 20, 2017; November 30, 2017**

### **3.7 External Affairs Committee Minutes and Report – October 20, 2017; November 3, 2017**

#### **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports in the official record.

**USCMotion056:** President D'Eon/VP Kapacila

**Carried**

#### **5. Council Address**

##### **5.1 Peter Stoicheff**

Move to go into informality.

**USCMotion057:** President D'Eon/VP Kapacila

**Carried**

President Stoicheff thanked Council for the opportunity to speak at this meeting. He noted that he has not been to Council for a year now, and he appreciates the invitation to speak. He stated that he has worked with a number of USSU Executives, and that this year's team is tremendous. He thanked them for being leaders and putting their names forward, in order to stand up and advocate for students. He stated he would to make a few remarks about the University in regard to this year, and then make some observations about matters that keep him up at night.

President Stoicheff stated that he calls this University a great university, and that he will explain some of the reasons why. One reason is because we are in a post-truth era. He stated that it is important to look at society to identify institutions that stand for the empirical truth. He noted that one of these institutions is journalism, and he stated he was glad to see the Sheaf in attendance at this meeting. Another example is universities, and he stated that you cannot be at a university and publish without having proof that what you are saying is arguably accurate. In a post-truth era, he believes that universities are more important than ever, and that the University of Saskatchewan is more important now than it has been before. He noted that the University is part of the U15 institutions, which is distinguished from the other 96 universities in this Country. The U15 universities are research intensive, and they typically are medical-doctoral institutions. For example, the University of Regina has a slightly different purpose, as it does not have as many graduate programs and it does not have a medical school. The U15 institutions advocate to the federal government about the importance of post-secondary institutions. He also noted that he often hears people say that the University of Saskatchewan is at the bottom of the U15, to which he responds that we are near the bottom of the top 15 universities in the country with this mission. He also reported that we have the greatest economic impact per capita of any university on its region, in the country. He stated that this is significant as this university is committed to engage the community and provide a service to the population. He stated that this university is fairly unusual for having 17 different schools and colleges, for a university our size. For instance, McMaster University has 6 colleges, and it is part of the U15. Our wide range of colleges allows us to offer amazing interdisciplinary opportunities. In order to solve today's issues, it requires many researchers from different disciplines working together. The institutional plan has set interdisciplinary collaboration as a priority for the university.

He noted that while other Universities are dealing with issues of decreasing enrolment, the University of Saskatchewan is facing issues with how large we are going to allow the University to get. He stated that the city of Saskatoon is growing at a fast rate. From here, the University needs to decide what the appropriate ratios are, in terms of international and domestic students, as well as indigenous students.

He reported that last January he was at a large meeting called Universities Canada, which is a coordinating body that oversees all 96 institutions in the country. He noted that last year there was a meeting that involved over 200 students, called Converge. One morning, Dominique Barton gave a speech of what would become four reports on the financial system of the sustainability of Canada. One of the main takeaways of his presentation was that Universities play a very important role in the future of Canada. 40% of today's jobs that exist in this country will disappear in the next ten years due to automation. 85% of the jobs that will exist in 2030 have not even been invented yet. This reminded him of something unique about Universities: although we are trying to train people for jobs and careers, it's less and less possible to say exactly what these jobs and careers will be. Instead we need to maintain a focus on building on transferable skills. It is important to learn things from University that make you adaptable. He stated that we are going to start doing better in the domestic rankings such as MacLeans; however, that we are already doing better on the global scale. Many students look at going to different schools outside the country. Many institutions look at international ranking when accepting students from other countries. He pointed out that in 3 of the 4 international rankings, the U of S has been climbing, and in the fourth we have stayed the same. In the fourth ranking, we are in the top 500 to 300 universities, which is the top 1%.

He stated that we have a lot of work to do in regard to Indigenization. He has tried to stay as transparent as possible, and that he has consulted with many Indigenous faculty and students. He stated that it is incumbent upon us in this province to lead the way on Indigenizing the institutions.

He stated that the University has a strong relationship with the City of Saskatoon. The University has an emerging MOU with the city, and that it is extremely high level, and does not go into great detail. This MOU will help foster and grow their relationship, and allow for more opportunities to see how the city can benefit from the University. He stated that cities are the sites of greatest influence in our country. He stated that every city needs a great university.

President Stoicheff stated that he would conclude by raising some concerns that keep him up at night. He noted that leadership is tough. Universities and students are changing, and what people expect from universities is changing. It puts pressure on leadership when things change. He stated that financially this is a tougher time for our university than in previous years. He noted that about eight years ago, the operating grant from the provincial budget was increased every year by 8%. Then it dropped to 5%, and then to 2%. Last year's budget was decreased by 5.6%. He encouraged people to not get too focused on the budget, and that the budget will not define us. He stated that what keeps him up is ensuring a positive student experience despite the budget cuts. He stated that

this university has been too humble in the past, especially as we have led the way in terms of social justice. Additionally, this university is responsible for many medical advances that have saved many lives. He noted that the Cobalt 60 Cancer Radiation System, which saved the lives of millions of cancer patients, was invented at Royal University Hospital. He stated that people at this university do not like to boast. He encouraged people to be proud of this university's accomplishments.

Councillor Samson thanked the President for his presentation. She asked what he thinks are the most important parts to bring back to their constituents?

President Stoicheff stated that the budget is an issue that students want to hear about. He stated that one thing that the students should know is that the University is proceeding on the basis that we will get through the budget cut, and emerge a better university. He continued that another key takeaway is the value of a university education. The value of a university education is vast, and even greater in regard to the statistics that he mentioned earlier.

Councillor Simons asked why he thought we should be ranked higher on the MacLean's list?

President Stoicheff noted that the main weighted component for the MacLean's list, is reputation. The rankings have been almost the same since MacLean's began this list. He stated that in no way is this university a "lesser university", and that students at our university are not getting a lesser education than a student at a different university. The ranking is mostly due to reputation, and does not take into account factors such as indigenization, interdisciplinary collaboration, or economic impact. He also stated that there is nothing that takes into account the student to faculty ratio. He stated that he believes the international ranking is more important for students.

Provost Vanelli stated that a better ranking is the NSSE survey, which relies on student feedback. Using this survey, the U of S is ranked around fifth out of the U15. He stated that what this university does amazing, and that the MacLean's ranking does not take what we do best into account.

Councillor MacPherson stated that most students want to know what is coming in the next school year about the financial situation and tuition increase. She noted that dentistry students had a fee increase of \$8,000.

President Stoicheff stated that there are a number of levers that the university can pull when faced with budget cuts. He stated that the University communicates with the government very frequently, and stated that he suspects that this budget will be not as bad as the past year. He stated that budget cuts will not happen every year, and that the university will gain some more stability. Other options include looking at the faculty, staff, and administrator complements. He stated that they would not terminate positions, but that they would offer incentives to retire or leave. He noted that administration took a 5% pay cut. Another way will be replacing some positions with new faculty, as opposed

to older faculty who have been here for a while. The most drastic thing that the university could do is to close a program; however, he noted that this would not save money. Although this cut would stop salaries, they would not have tuition coming in. He stated that they have a set of principles, such as accessibility, that they strive for when facing budget cuts. They also look at what students have incurred in the past with budget cuts, and what students would be able to handle. He noted that the USSU has helped extend the period of time that students are consulted about tuition.

Provost Vanelli stated that it is important that the University does not fix the problem on the backs of students. He stated that we need to look at tuition, but that there are other things that they can look at, such as accepting more students. They will be looking at other revenue sources, besides tuition. They are also looking at budgeting over multiple years, rather than just in the short term.

Councillor Roberts asked if the Indigenous Students' Council could have an invite to meetings regarding indigenization?

President Stoicheff stated that they can, and that they should let him know if they feel like they are not being properly consulted. He stated that he has met with Regan Ratt-Misonas, and that he would be interested in meeting with the rest of the Council. He noted that when they held the National Building Reconciliation Forum two years ago, it was brought up that the University needs a senior administration person, who is both Indigenous and an academic, to oversee Indigenous affairs. This person is supposed to act as a special advisor to the President. This recommendation has been implemented, as they know have Jacqueline Ottoman as the Vice Provost Indigenous Engagement.

Councillor Samson asked what steps the University is taking steps to ensure that students have the transferable skills that they need to get a job?

President Stoicheff stated that when he was the Dean of Arts and Science, they identified some skills that students acquired through certain degrees, such as communication and leadership skills. They then worked to modify degrees so that these skills would be acquired from all degrees. He stated that students need to be aware of the skills they have gained, so that they can articulate them when applying for jobs. He also stated that some of these transferable skills are not learned in school, but in work placements. This is why it is important to increase work placements for all students in all degrees. This contributes to the transferable skills that students acquire. This can be done at the institutional plan level. If the university sets work placements and experiential learning as a priority, the colleges and departments have to articulate and report back how they are going to contribute to what the university is asking of them.

Regan Ratt-Misonas stated that in regard to Indigenization, that the Indigenous Students' Council does not have representation on University Council or University Senate. He also noted that they do not have representation on the Teaching and Learning Academic Resources Committee (TLARC), which deals with the principles of

Indigenization and what is taught in curriculum. He wanted Indigenous students to have the same opportunity to acquire transferable skills. He asked if President Stoicheff could see this being addressed in the next five to ten years.

President Stoicheff stated that the answer is yes, and that there should be a spot for an Indigenous student on those bodies. He noted that those bodies are not under his control, and they are independent. He stated he would be extremely supportive of any written proposal stipulating what Regan is asking for. He noted that the University Secretary's office is in charge of University Council and he encouraged this Council to bring this issue forward to that office. He stated that his role would be a role of encouragement and support for this initiative.

Regan Ratt-Misonas stated that he has had conversations about this, and that to his knowledge the way to gain a seat on these bodies is through legislation, specifically the University Act. He asked for the President's and the Provost's support, and he stated that Provost Vanelli keeps asking what can the University do to make students feel a part of the University community. He stated that he would feel more a part of the community if he had a say about how things go.

President Stoicheff stated that he does not believe that it would require changing the University Act in order for this inclusion to come to be. He stated that it should not require a change in legislation for either University Council or University Senate. He stated that opening up the University Act puts the University in a vulnerable position, as the government can get involved.

Tony Vanelli reiterated that they would not need to change the University Act to include an Indigenous student on these bodies. He stated that the only the President of the USSU is in the University Act.

President D'Eon thanked President Stoicheff for taking the time to attend council.

## **5.2 MUB Update**

GM Cottrell reported that the MUB projects are on time and on budget. She stated that they will start the prep work and pour the floor on December 26<sup>th</sup>, with a projected opening on January 2<sup>nd</sup>. The fireplace will take more finessing than previously thought. She stated she will give an update on the fallen soldiers who we will honour. She stated that she and Stefanie Ewen have picked a very cool light fixture for the stairwell going up to the Loft. She presented pictures of the furniture that she and Stefanie Ewen have picked for the Place Riel update.

President D'Eon stated that GM Cottrell made sure that the furniture that they selected are as hard as possible to prevent students from having sex on them.

GM Cottrell stated that this is a legitimate concern, as there have been issues in the past.

### **5.3 Undergraduate Project Symposium**

VP Quan reported that the USSU is hosting the sixth annual Undergraduate Project Symposium. This will take place on February 5<sup>th</sup>, 2018, and submissions will be received until December 15<sup>th</sup>. There is \$4,000 in reward money that students can receive. She encouraged everyone to tell their constituents about this event. She went over the prizes. For Science and Engineering, first place is \$500, second place is \$400, and third place is \$300. Social Sciences, Humanities and Fine Arts are categories that have prizes as well. They have the Signature Area Award and the People Choice Award. The Vice Provost Indigenous Engagement donated \$200, which will be awarded to the best Indigenous scholarship and research. She has also received funding from Mayor Clark's office, and the President's office has agreed to match this award. This award will go to a research project that is applicable to the city. She noted that she is currently working on an award from the Remai Modern, and that the President's office has agreed to match this.

### **5.4 Council Name Tags**

VP Quan reported that they have nametags that the Councillors can use when representing the USSU. They are blank, so the Councillors can write their name on it. She stated that the nametags will be kept at reception, and that there will be a check in sheet.

### **6. Business**

### **7. Any Other Business**

### **8. Questions, Comments, and Announcements**

President D'Eon thanked Council for their professionalism when dealing with President Stoicheff. He reminded Council that there was a social after the meeting.

Councillor Samson announced that the Arts and Science Students' Union is having an event tonight called Arts and Crafts, and they will be displaying various forms of art.

VP Kapacila asked the Councillors to let their constituents know that the insurance forms are now online.

### **9. Adjournment**

**Executive Meeting  
Minutes for December 4, 2017**

**Present:** President D'Eon,, VP Quan, VP Lau, GM Cottrell

**Absent:** VP Kapacila

**1. Call to order**

The meeting was called to order at 10:05 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

He reported that the External Affairs Committee will be tabling to get information out about the budget.

**VP Kapacila:**

**VP Quan:**

Ongoing projects:

- Undergraduate Project Symposium - met with the planning committee
  - Awards - we're continuing to further refine the awards based on the funding we already have confirmed. Also working to have the rubric reflect the new awards
  - Judges - confirmed 11 judges
  - Outreach - AOCP, Facebook event
  - Submissions - currently at 9
  - Funding - received an additional \$500 of funding from ESB
- Co-curricular records
  - Working with the Kin Student Society and Pharmacy and Nutrition to provide assistance and support for CCR

Weekly tasks:

- CFCR - recorded an episode with the exec
- Academic grievances - 2 new grievances, 4 active grievances

Meetings and events:

- Reconciliation forum follow-up
- KISS meeting - CCR
- Budget and Finance - Greg Fowler
- UPS Planning Committee
- President's Breakfast
- Teaching Excellence surveying
- Young Women in Business - Holiday De-Stressor
- Admin team meeting
- Dean and Associate Dean of Pharmacy and Nutrition - CCR

Other:

- Took EDO on Friday, Dec. 1st

**VP Lau:**

She reported that the rink has been shipped. She asked everyone to help out with the Winter -

- Student Affairs Committee
- reached out to potential speakers/panelists
- Sustainability Funding request
- contacted with 3 groups regarding fundings
- made FMP3
- Made and delivered 20 new baskets !!! :)

Meetings:

- International Student Affairs Committee
- met with the new group
- need contact for ISA
- minutes
  
- Food Insecurity
- Meeting with Patti & Mark
- Mark: reaching out to George & Frank for another strategy for Meal Cards

Communications:

- Communicating with GSA regarding on the talent/fashion show
- One day for students, connecting with Kristen & Leah
- doodle polls for ISC

Others:

- Promoted Rink @ Channel Your Flannel Alumni Event
- Christmas card list
- TEA survey
- ADO
- President's breakfast meeting

**4. Business**

4.1 Neogiations

President D'Eon reported that he, VP Kapacila, and Jason Kovitch are opening negotiations with the the GSA about the bus pass. They will be reducing the administration fee that the

GSA pay to us, since the GSA is losing money at this point. Jason Kovitch has pointed out that this is not in the spirit of the UPass agreement.

#### 4.2 Soup and Bannock

The ISC have requested that the Executive fund a soup and bannock session. He will be handling this with Candace Wasacase-Laferty.

#### 4.3 Indigenous Students' Council Representation

President D'Eon stated that Regan Ratt-Misponas and the ISC feel as if they should not speak on behalf of all Indigenous students, and that there should be more representation including the SUNTEP President.

GM Cottrell stated that the principle of representation needs to be restated. She stated that we live in a society of representative democracy and not direct democracy. She also noted that SUNTEP is a GDI Program.

President D'Eon stated that the Executive should take some time to think about this.

GM Cottrell stated that they should look at the principle and not the personality.

#### 4.4 Sexual Assault Report

VP Lau reported that a news article came out that reported on an assault that took place in September. She asked if they should talk to the University about how they can better help the survivors.

VP Quan stated that they should move the individual into a new residence, but that the USSU should not take a stance.

President D'Eon stated that they should grill the University on them not wanting to move the student. He stated that they could advocate on the fact that the non-academic misconduct process takes too long, as this delays justice.

VP Quan stated that the USSU could make a statement that the USSU does not tolerate harassment and then provide links to resources to help people who are vulnerable.

President D'Eon stated that there should be a three month maximum set for the procedures of non-academic misconduct hearings.

VP Quan stated that the University Secretary's Office is swamped and they would not be able to fit into a three month window. She stated that they could still ask them to fastrack cases that deal with sexual assault. She stated that they should tell next year's Executive to look into them working on better policy on this matter.

#### 4.5 GSA Proposal

VP Lau reported that she received the proposal from the GSA for the fashion show. She noted that the fashion show could be culturally insensitive. The date is not a good date as well, as classes end the next day for undergraduate students.

GM Cottrell stated that they are looking for us to cover the cost for students, which is bad as they are not undergraduate students. They are fundraising for Access and Equity Services, and that we do not fundraise for administration.

VP Lau stated that she thinks the only thing they should cover is the plasma advertisements.

#### 4.6 Speed Scramble

VP Quan reported that she received an email asking for funding, and that last year's Executive provided some sponsorship for this event. She stated that the money raised goes toward literacy in the city. They are asking for us to cover the rental, as well as beer and nachos. She stated that we cannot do beer, but we can cover the nachos.

Move to let them use the loft for this event.

**EXECMotion021:** VP Quan/VP Lau

**Carried**

#### 4.7 Students At Large

President D'Eon will put out the applications for Students-at-Large, as a few committees are missing SALs.

#### 4.8 Undergraduate Project Symposium Funding

VP Quan reported that Edwards School of Business will provide \$500 in funding for an award at the UPS.

GM Cottrell asked if the scholarships have strict criteria?

VP Quan stated that this money will go into the general fund.

#### 4.9 Finals

VP Quan stated that she and VP Kapacila want to do more to help students for finals. They will hand out snacks to students at various locations across campus.

Move to approve \$255.44 in funding to buy snacks from Costco.

**EXECMotion022:** VP Quan/President D'Eon

GM Cottrell stated that they need to be mindful to not compete with Starbucks.

VP Quan stated that they will talk to Culinary Services and they might only hand out snacks after Starbucks closes.

VP Lau reported that Peer Health will be having a de-stress event, but only for the first week. She will reach out to them to make sure that these events do not overlap.

VP Quan stated that she will make a spreadsheet for the Executive to sign up to hand out snacks.

#### 4.10 Babysitting

President D'Eon stated that in the past the USSU has put forward a motion to provide babysitters for people on Council. This would allow more students to be able to participate on Council. He stated that he would put forward this motion in Council.

### **5. Adjournment**

The meeting was adjourned at 10:55 am.

**External Affairs Committee  
Minutes for December 1, 2017**

1) Update from Jason Ventnor

-

2) Tabling in January

- Materials
  - Petition
  - Frame
  - Pepsi products
  - Flyers
  - Posters
  - Schedule

Meeting called to order: 12:33

Update from Jason Ventnor:

- Olivia is working on picture frame, poster, and quote
- We need dates for tabling before Olivia can finalize the details
- Jason and Aidan are working on the proofs, other people can be added
  - Jason looks good today
- Frame costs \$90, marginal costs for flyers, etc.
- Kirsten thinks the proofs are cool
- David likes to drink
- EAC stages intervention for David
- David suggests pepsi products, will check with Deena
- We need to think about a hashtag
  - Ideas: #cutitout, #OnlyinSK
  - Jason will check what the hashtags are attached to
- Jason asks what information we want on the poster
  - #OnlyinSK posters informing students on cuts, etc.
  - Advocacy Week posters
  - Posters with the budget date
    - Kirsten asked if we could have “horror film” themed posters
    - Jason suggests doing ‘50s thriller film style, “Reefer madness?”

January tabling:

- David proposes the weeks of the 15th, 22nd, 29th
- Kirsten prefers the 15th
- Jason suggests pushing it back to the 22nd to give more time for advertising
- **The committee settles on the 22nd**

- David will send out a doodle poll and try to fill up tabling hours, 10-2
- There will also be a google doc for people to submit feedback, questions, comments, etc.
- Kirsten and David bonded real hard
- Kirsten brought up the idea of attaching stickers with information to the pepsi products
- Jason will do the costing
- Tables will be set up in different colleges

David's advocacy update:

- Two groups
  - SSC
    - Delayed trip to Regina, research is due to be finished in time for January trip
  - UCRU
    - Positive reception to asks, added as key stakeholders on a survey on non-criminal sexual violence on campuses
    - Need to fill SAL seat
    - Kirsten asked to see the info on the StatsCan Research
    - NSIDS
      - Kirsten Samson: kms494
      - Mack Gill: msg980
      - Jacob Reaser: Jjr326
      - Carlos Munoz Pimentel: cdm968

DAVID

- Make doodle polls

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**University of Saskatchewan Students' Union  
International Students Committee**

Date: Nov 29th, 2017

Second Floor Meeting Room

Present: Kary, Gianne, Jason V, Crystal

Absent: David, Ria

1. Call to order: 3:03pm
2. Approval of Agenda
  - Moved by Kary, Seconded by Gianne
3. Welcoming International Students Committee
  - a. Introduction of members (Contact info)
  - b. Description of Committee
  - c. List of events to focus: T2 - Global Village/ #WeAreInternational & #StopRacism Champaign, (One Day For Students?)
  - d. New initiatives/focuses
4. Description of Global Village/ #WeAreInternational
  - think of button ideas
  - photobooth - IG theme (#WeAreInternational)
5. Description of #StopRacism Champaign
  - March 21st, 2018
  - Promotional posters (the Thursday prior)
  - Banner/HandPrint
  - Ted Talk/Movie showing
6. Communication
  - doodle poll
7. Adjournment  
3:41pm

**Background Information:**

The ITSA Committee is the first institutional body in U of S history designed with the explicit mandate of representing international students. As such, the committee's initial framework was flexible to allow for outside opinions and suggestions.

### **Committee Composition\*\***

The International Student Affairs Committee is composed of:

- (a) the Vice-President Student Affairs as chair
- (b) the President as vice-chair
- (c) the Presidents of USSU ratified International Student Associations International Student members of University Students' Council;
- (d) four self-declared International Students-at-large (SAL) appointed by the Appointments Committee.

### **Committee Guiding Principles:**

The International Student Affairs Committee shall seek to strengthen and uphold the relationship between the Union and International Student Bodies, and International Students, without limiting the generality of the foregoing: improve communication and/or relations between international members and the Union; advise the Union on measures to provide advocacy and/or support for the unique challenges faced by International Students develop, organize, and/or run campaigns dedicated to issues relating to International Students assisting International Students to develop, organize, and/or run campaigns dedicated to issues relating to International Student issues:

### **Committee Operational Framework:**

- (a) meeting a minimum of twice per term
- (b) the International Affairs Committee shall analyze non-academic, non-governmental issues that the Council deems to be important to members and make recommendations to the USSU Council with regard to these affairs when appropriate.

### **Proposed Additions to Existing Framework:**

The purpose of these proposals are as follows: 1) to create a more in-depth network of existing organization representing/servicing international students; 2) to ensure individuals/organizations with past experiences and expertise are included in any decision making processes; 3) to create a structure outlining committee projects; 4) to hold the committee accountable to its projects, operational framework, and principles.

### **Existing Organizations and Services:**

College-Level Student Advising  
Collegial Student Societies  
International Student Studies Abroad Center (ISSAC)  
University of Saskatchewan Students' Union (USSU)  
International Activities Committee (IAC)  
International Studies Student Association (ISSA)  
U of S Association for Exchange and International Students (AXIS)

### **Through "Building Bridges" Framework:**

USSU Indigenous Student Affairs Committee (INSA)  
Aboriginal Student Center (ASC)

Indigenous Student Council (ISC)  
**Through Take A Stand Against Racism Campaign:**  
Student Learning Center (SLC)

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**University of Saskatchewan Students' Union  
Student Affairs Committee**

Date: Oct 16th, 2017

Time: 12:30pm

Location: Council Chamber

1. Call to order:
2. Approval of Agenda
  - move by Lau, seconded Samson
3. Welcoming Student Affairs Committee
  - a. Introduction of members (Contact info)
    - Crystal Lau -
    - Kristen Samson - 3rd year PS
    - Erika - 3rd year Eng
    - Elizabeth - 3rd,4th Psy
    - Kate - 1st Eng
    - Jason Kovitch - support position
  - b. Description of Committee
  - c. List of events for the year
  - d. New ideas
  - will be bringing back ideas next meeting
4. Description of Women in Leadership
  - Samson: panel - opportunities for students to ask questions
    - networking
  - Erika: debates - see different
  - Samson; panelist 4~5 people (indigenous)
  - not banquet, free networking event & panel
  - topic (questions to focus for panelists)
  - Final topic: Overcome challenges in leadership positions, non-men base
  - Elizabeth: focus on the solution, we know the problem
  - erika: lots of female @ SESS even with Men domniate college

Elizabeth: alumna, work force

#### 5. Winter Welcome Week

kovitch: planning rightsize event, goal, kick off for second term

broadway theatre: winter rumption

-past year: karaoke, hot wings challenge,

Samson: daytime @ Louis (2~3pm)

-lots stud think that they can't go to Louis before 7pm if underage

**\*\*VIDEO GAME !!**

kovitch: suggest starting the first monday (second week in January)

#### 6. Rink in the bowl

@winter welcome week event (official opening)

**\*\*Music**

#### 7. Parents on Campus - Breastfeeding Policy

-invite parents on campus to next committee meeting

#### 8. Communication

\*whatsapp & email

#### 9. Next meeting time & date Monday 1:30~2:30 (bi-weekly)

-To bring up mental health program event for this committee

#### 10. Adjournment

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**University of Saskatchewan Students' Union  
Student Affairs Committee**

Date: Nov 20th, 2017

Time: 1:30pm

Location: Council Chamber

1. Call to order:
2. Approval of Agenda
  - motioned by Samson, seconded by Ogunrinowla

3. Women in Leadership

Final topic: Overcome challenges in leadership positions, non-men base  
“ focus on the solution, we know the problem “

- March 8, around 7pm

Potential panelists:

- Vicki Mowat
- Speakers from Women in Legislature
- Terry Frank - Golder Associates
- Namarta - past ASSU(?) president
- Deborah - University Relations
- Alaa Murabit - collaboration? (keynote probably)

- Max 5 panelists
- Let panelists know topic ahead of time
- Reach out to panelists
  
- Think about a good moderator

Possible questions:

- What is the biggest gender-related hurdle you've faced? How did you overcome it?
- Do you have any career tips? - eg. asking for a raise/promotion
- Think about some more questions for the next meeting

Panel structure

- Serious questions - throw in some fun/lighter scenarios
- Individual questions - 2-5
- Scenarios - ~5

Introductions, panel, scenarios, networking time

4. Mental Health Program / One day for students (March 6th, 2018)
  - Help line availability/promotion - people need to know about it
  - Promote on Usask Confessions - talk to administrator
  - Text-based support system gaining popularity - free 24-hour service across Canada
  - Awareness campaign - videos - try to mix serious/light-hearted
  - Brainstorm some ideas for One Day for Students mental health initiatives
  
5. Update on Winter Welcome Week
  - BBS (Bring Back Summer!) Tues, Jan 9
    - SA committee to help with decorations
  - Karaoke Wed, Jan 10
    - Themes: vintage/retro
    - Prizes for costumes
    - YouTube/Kara-fun(?)
    - Kirsten hosting?
  - Rink in the Bowl - official opening Jan 8
    - Red carpet - borrow or rent
  
6. Next meeting time & date Monday 1:30~2:30 (bi-weekly)
  - Mon, Dec 4th @ 1:30
7. Adjournment

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**University of Saskatchewan Students' Union  
Sustainability Committee**

Date: Nov 23rd, 2017

Time: 10AM

Location: Council Chamber

Present: Keana Trudel, Noah Ko-steadman, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau

Regrets: Kyle Muir, Deena Kapacila, Mack Gill

1. Call to order: 10:06 am
2. Approval of Agenda
  - Move by Trudel, second by [Kosteadman]

3. Welcoming Sustainability Committee
  - a. Introduction of members (Contact info)

Crystal Lau

Stephanie Ewen

Noah - Eng

Matt Wolsfeld

Sydney Boulton - A&S

Kiana Trudel - Ag

- b. Description of Committee
    - c. Sustainability Policy
    - d. Sustainability Fund (design challenge)
4. Approve Fundings
  - Essa Doc Night
    - Only asked for funding two days ago, event occurs tonight
      - Policy states that applications should be submitted 14 calendar days in advance
    - Very little information, no details about \$120 equipment charge in budget
    - Lau move to approve **up to \$100 for food and drinks payable upon receipt**, second by Trudel

- **Approved (4 yes)**
- Aero Design Team
  - Crystal: suggest we have them come present
  - Check the budget and see if we should approve part that is sustainable
  - Request more information about last year's funding and what came of it
  - Ask more about the different types of wood and how it is sourced (sustainable or not?)
  
- 5. Recap on Sustainability Week
  - a. Model UN Sustainable Goals Youth Seminar
    - Went really well, program wasn't perfect for U of S but we couldn't control that as much
    -
  
  - b. Clothing Swap
    - Went really well!
    - Held on to all clothes that were leftover, want to hold another in term 2
    - Potentially pair with the campus market
  
  - c. other
- Matt
  - Sustainable drinks bombed, 2 attended, but Louis wants to do it again
  - Bike tune up workshop went really well, will potentially host another in term 2
  - Vegetation tour was very cold, but had a few attend
  - Campus market went well, vendors were happy to be involved
  
- 6. Next meeting time & date
  - Time that works for everyone
  - MWF 8:30 - 9:20
  - **December 4, 8:30 AM**
    - Homework: have your second term schedule handy to pick a standing meeting date
  
- 7. Adjournment 11:06 am

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**University of Saskatchewan Students' Union  
Sustainability Committee**

Date: Dec 4th, 2017

Time: 8:30AM

Location: Council Chamber

Keana Trudel, Noah Koh-steadman, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau, Kyle Muir, Deena Kapacila, Mack Gill

Present: Noah Koh-steadman, , Kyle muir, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau

Regrets: Deena Kapacila, Mack Gill, Keana Trudel

1. Call to order: 8:35am

Approval of Agenda

- Move by Koh-steadman, second by Muir

2. Funding balance

-Sustainability Fund Tracker

-balance: \$9580.67

3. Approve Fundings

- Aero Design Team recap

- Aero Design Team Presentation

-Sydney suggested that there will be an analysis next year for sustainable materials

- Matt suggested shows possible options and pros and cons

-Stef: along with photos, break down of options and why they chose X

--bring plane out for sustainability week

Lau: Move to approve the full amount of the funding for the Aero Design Team

Seconded by Koh-steadman

Unanimously passed

- Biology Club

-need more info

-Double check with voting via email

4. Next meeting time & date

-discuss another sustainability week?

-promotion for funding

\*Facebook Ads & Plasma Ads

5. Adjournment

9:19am

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	30-Nov		
Abbasim, Aliya	P	P	A	R	P	P	P	P		
Cameron, Mason	P	P	P	A	P	P	R	P		
D'Eon, David	P	P	P	P	P	P	P	P		
Dumont, Darcy	P	P	P	P	R	P	P	P		
Erlandson, Erika	P	P	P	P	P	P	P	P		
Heintz, Austin James	P	P	P	P	P	P	P	P		
Kapacila, Deena	P	P	P	P	P	P	P	P		
Kobes, Brent	P	P	P	P	P	P	P	P		
Koh-Steadman, Noah	P	P	P	P	P	P	P	P		
Lau, Crystal	P	A	A	P	P	P	R	P		
McMillan, Alexandria	P	P	P	P	P	P	P	P		
Murphy, Aidan,	P	P	P	P	P	P	P	P		
Nagel, Madison	P	P	P	R	P	P	P	P		
Phillips, Kylie	P	P	P	P	P	P	P	P		
Quan, Jessica	P	P	P	P	P	P	P	P		
Roberts, Kiefer	P	P	P	P	P	P	P	P		
Samson, Kirsten	P	P	P	P	R	P	P	P		
Trudel, Keana	P	P	R	R	P	P	R	R		
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P		
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P		
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A		
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P		
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P		

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda**  
**January 4, 2017**  
**Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes - December 7, 2017**
  - 3.2. Executive Committee - December 11, 2017**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Student Fees Presentation**
  - 5.2. Advocacy Week**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, December 7, 2017

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Crystal Lau, VP Student Affairs  
Mason Cameron, Agriculture and Bioresources  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Kiefer Roberts, Indigenous Students  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Brian Trinh, Medicine  
Brent Kobes, STM  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Madison Nagel, Education  
Christy McPherson, Dentistry  
Aliya Abbasi, Nursing

**Absent**

**Guest List**

Lyndsay Afseth, Sheaf

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land generations before this institution was established.

Move to adopt the amended agenda.

**USCMotion058:** VP Kapacila/VP Quan

**Carried**

## **2. Introductions**

Councillor Samson introduced Lydsay Afseth from the Sheaf.

## **3. Minutes and Reports**

**3.1 USC Minutes – November 30, 2017**

**3.2 Executive Committee – December 4, 2017**

**3.7 External Affairs Committee Minutes and Report – December 1, 2017**

**3.11 Student Affairs Committee Minutes and Report – October 16, 2017;  
November 20, 2017**

**3.12 Sustainability Committee Minute and Report – November 23, 2017;  
December 4, 2017**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports in the official record.

**USCMotion059:** VP Kapacila/Councillor Samson

**Carried**

## **5. Council Address**

**5.1 Greg Fowler & BFC**

VP Kapacila reported that the Budget & Finance Committee had met with Greg Fowler, the Vice-President Finance and Resources. She stated that she will be presenting a report about this meeting at the January 4<sup>th</sup> Council meeting.

**5.2 Council in Term 2**

VP Kapacila that in term 2, Jacqueline Ottoman, Mayor Charlie Clark, and Herb Cox will be coming to speak to Council. She also noted that they will be working on the budget, student fees and look at the Provincial Budget in term 2.

## **6. Business**

**6.1 Impeachment for Non-Attendance**

VP Kapacila stated that according to the Bylaw, a motion of impeachment is required when a Councillor misses three out of five consecutive meetings. She stated that the Executive understands that students have a lot of things going on, and that they cannot always make it to the meetings. She encouraged Council to vote against impeaching Councillor Trudel.

Move to impeach Councillor Trudel.

**USCMotion060:** VP Kapacila/VP Quan

**Defeated**

## **6.2 Nomination to Appointments Committee**

VP Kapacila reported that a number of committees are missing SALs, and they need the Appointments Committee to meet to fill these empty spots.

Move to strike the Appointments Committee.

**USCMotion61:** VP Kapacila/VP Lau

**Carried**

Councillor Samson noted that one of the Councillors who was on the Appointments Committee is no longer on Council, and she asked if this would be an issue?

Councillor Murphy asked who all made up the Appointments Committee?

Councillor Samson stated that she and Councillor Abbasi, are the only Councillors on the committee at the moment.

Move to open nominations.

**USCMotion062:** VP Quan/Councillor Phillips

**Carried**

Councillor Murphy nominated Councillor Roberts.

Councillor Roberts declined the nomination.

Councillor Koh-Steadman nominated Councillor Thomson.

Councillor Thomson asked what the Appointments Committee is?

VP Kapacila stated that the Appointments Committee assign Students-at-Large to the different USSU Committees.

Councillor Thomson accepted her nomination.

Move to close nominations.

**USCMotion063:** Councillor Roberts/VP Lau

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

Councillor Murphy thanked Council, GM Cottrell, and Chairperson Hitchings for the work they have done this term.

VP Quan thanked Council for their work this term, and she stated that she appreciated everyone attending the meeting given that exams start tomorrow. She noted that the Executive will be holding Face-to-Face events in every College over the next week, handing out food for students writing finals.

## **9. Adjournment**

**Executive Meeting  
Minutes for December 11, 2017**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:09 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

President D'Eon stated that he has been approached by the uSask Rugby team, and they want to meet with Administration. He will see if he can assist them in this endeavor.

- Spent much of this week prepping for the Board of Governors meeting
- UCRU: Begun work on governing documents
- Indigenization: Begun planning of a panel on Indigenous leadership to take place in February
- Approached by USask Rugby Team looking for institutional support from university

Meetings:

- Board of Governors, Dec. 7 & 8
- USask Rugby
- 

Communications:

- Shawn Burt, Husky Athletics
- Brianne Saathoff, ESS President
- Sheena Rowan, BoG Secretary
- Patti MacDougall
- Tony Vannelli
- Sally Lin, AMS UBC VP External
- Lisette Johnson-Stapley, USports

Events:

- Board of Governors dinners Dec. 6 & 7
- Signing of the Remai Art Gallery MOU
- Santa at Childcare Centre w/ Crystal Lau

**VP Kapacila:**

**VP Quan:**

USSU Executive Roundtables, Dec. 10th-16th

Ongoing projects

- Undergraduate project symposium

- Awards: finished the Terms of Reference document for the Mayor's Office award, reached out to Wanuskewin for sponsorship
- Outreach: Reached out to the AOCP to distribute information
- Rubric: updated to reflect the Mayor's Award
- Draft agenda made for the event
- Deadline has been extended to Dec. 31st
- Terms of reference documents for the prizes on Indigenous Engagement and the Remail Modern/University President awards are underway
- Currently 21 submissions

#### Weekly tasks

- CFCR - Recorded two episodes with Councillor Simons (Packin' in the Heat)
- Academic grievances - 2 new grievances, 6 active grievances

#### Events and Meetings

- Academic programs committee
- Research, scholarly and artistic works committee
- Scholarships and awards committee
- Co-curricular record steering committee
- Remail Modern MOU signing and tour
- USURJ reception
- Finals giveaway tabling
  
- Undergraduate project symposium
  - Deadline has been extended to Dec. 31st
  - Terms of reference documents for the prizes on Indigenous Engagement and the Remail Modern/University President awards are underway
  - Currently 21 submissions

#### Weekly tasks

- CFCR - Councillor Simons recorded an episode
- Grievances - received 7 new grievances, currently 10 active grievances

#### Meetings and events

- Course Timetabling and Academic Spaces committee meeting
- TLARC meeting
- APC meeting
- Undergraduate Project Symposium planning committee
- Vice-President's annual Christmas reception

#### Other

- VL for Mexico - Dec. 15th-22nd

#### Roundtables Dec. 15th 2017 - Jan 2nd, 2018

##### Ongoing projects

- Undergraduate project symposium
  - Cheque for President and City award being made - terms of reference document has been approved
  - Remail Modern terms of reference document has been completed
  - Submissions - closed, at 40 applications

- Campus legal services
  - Waiting on office hours from CLS - to unroll a social media promotional campaign once this information is received

#### Weekly tasks

- CFCR recorded a year in review episode, ran a pre-recorded episode by Councillor Simons
- Received 4 new academic grievances - currently at 7 academic grievances

#### Other

- Was off work from Dec. 15th - Jan. 2nd!

#### **VP Lau:**

Dec 11~15th, 2017

Week 33:

Projects:

Winter Welcome Week

Sent out Rink reception RSVP

Sent out invitation for Rink opening

Checking on site

Got list of stuff to order for House Party

Budget for WWW was passed

Sustainability

Getting SAL!!

Meetings:

Student Affairs Committee

Scheduled next two meetings

Winter Welcome Week

Sustainability Committee

Getting SAL!!

International Students Committee

Scheduled next term's meeting

Others:

Sick + ADO

I am gone from 16th until next year

Signed Xmas cards

#### **4. Business**

##### 4.1 Women in Leadership Event

VP Lau reported that this event is taking place on March 8th, which is Budget day for Council. She asked how long this meeting would take, as she would like to invite the Councillors to this event?

VP Kapacila said that the meeting could potentially take a lot of time, as it depends on how Council reacts to the budget.

VP Lau suggested moving this event to March 7th. She also stated that they would be having a panel on that day.

#### 4.2 Global Village

VP Lau reported that Jordan Hartshorn has sent the budget for Global Village. They will be ordering food from Louis' and the Loft, as this is where the event will be taking place. They want to have around 24 booths. They will be asking the Nasser Fund for money, and from Executive Sponsorship. She is not sure how much they will be asking for, and she stated she will confirm with them.

#### 4.3 Scholarship, Bursary and Loans Committee

President D'Eon reported that they have called a meeting for this Provincial committee, and that it will take place on January 20th.

#### 4.4 Survey

GM Cottrell reported that if the Executive wants to do a survey, they need to get working on it so that it is meaningful within their term in office.

President D'Eon stated that he has asked to see the old surveys

Jason Ventnor will share the older surveys with the Executive.

GM Cottrell reported that Colten Yamagashi stated that he is interested in doing a survey about the Health and Dental plan, and that the Executive may be able to add some questions onto this survey. She stated that the survey should go out by the end of January at the latest.

#### 4.5 Winter Welcome Week

VP Lau reported that she put together an Executive proposal for Winter Welcome Week events. The events include rink opening and reception, a paint night, a karaoke night, and the Bring Back Summer House Party. They will be getting food from Louis' for the reception.

President D'Eon asked if they could fund this through the Executive Projects line, or if this would break policy?

VP Kapacila stated she likes the rink opening, but that the rink reception sounds exclusive.

VP Lau reported that she is preparing supplies for the Bring Back Summer House Party.

GM Cottrell stated that there could be a problem having beach balls at House Party, as this could lead to property damage.

VP Lau reported that the total for all the events is approximately is \$450.

VP Kapacila reported that it would be more cost efficient to only decorate the stage, as these decorations will not get wrecked.

President D'Eon stated that he would be ok with spending more money on the reception to allow it to be open to all students.

VP Kapacila recommended funding \$600 for the food.

GM Cottrell stated that if they have an open reception crowds may be larger. She recommended calling it a Stakeholder Appreciation event, so that the purpose of celebrating those who assisted with the rink project is clear.

President D'Eon recommend that they do not advertise free food.

Move to fund \$750 for the Winter Welcome Week events from Executive Sponsorship.

**EXECMotion023:** VP Lau/VP Quan

**Carried**

#### 4.6 Undergraduate Project Symposium

VP Quan reported that they have received the cheque from Association of Professional Engineers & Geoscientists of Saskatchewan, and she has confirmed that Jaqueline Ottoman will be speaking at the event. She has been communicating with Jordan Sherbino about the guidelines for the city award. Once these guidelines are finalized, Jordan will send the money. It will be called the Mayor and University and Saskatchewan City Building Award. She has also talked to the lady in charge of marketing at the Remai, and she said they would provide funding.

#### 4.7 University Council Record

President D'Eon asked the other Executive to prepare a document of their priorities for Term Two.

### **5. Adjournment**

The meeting was adjourned at 11:03 am.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	
Abbasim, Aliya	P	P	A	R	P	P	P	P	R	
Cameron, Mason	P	P	P	A	P	P	R	P	P	
D'Eon, David	P	P	P	P	P	P	P	P	R	
Dumont, Darcy	P	P	P	P	R	P	P	P	P	
Erlandson, Erika	P	P	P	P	P	P	P	P	P	
Heintz, Austin James	P	P	P	P	P	P	P	P	R	
Kapacila, Deena	P	P	P	P	P	P	P	P	P	
Kobes, Brent	P	P	P	P	P	P	P	P	R	
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	
Lau, Crystal	P	A	A	P	P	P	R	P	P	
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	
Nagel, Madison	P	P	P	R	P	P	P	P	R	
Phillips, Kylie	P	P	P	P	P	P	P	P	P	
Quan, Jessica	P	P	P	P	P	P	P	P	P	
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	
Samson, Kirsten	P	P	P	P	R	P	P	P	P	
Trudel, Keana	P	P	R	R	P	P	R	R	P	
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
January 11, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – January 4, 2018**
  - 3.2. Executive Committee – January 8, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. StudentCare**
  - 5.2. Minister Herb Cox**
  - 5.3. USSU Elections**
- 6. Business**
  - 6.1. Motion to renew commitment to provide childcare options for Councillors and SALs**
  - 6.2. Student Infrastructure Fee Terms of Reference**
  - 6.3. Impeachment**
  - 6.4. Appointing Two Councillors to Senate**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, January 4, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Brent Kobes, STM  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Madison Nagel, Education  
Christy McPherson, Dentistry  
Aliya Abbasi, Nursing  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Brian Trinh, Medicine  
Kiefer Roberts, Indigenous Students  
Mason Cameron, Agriculture and Bioresources

**Absent**

**Guest List**

Lyndsay Afseth, Sheaf  
Cleo Nguyen  
Ana Sylvestre

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land generations before this institution was established.

Move to adopt the amended agenda.

**USCMotion064:** VP Kapacila/VP Quan

**Carried**

## **2. Introductions**

President D'Eon introduced Cleo Nguyen, Lindsay Afseth, and Ana Sylvestre.

## **3. Minutes and Reports**

**3.1 USC Minutes – December 7, 2017**

**3.2 Executive Committee – December 11, 2017**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports in the official record.

**USCMotion065:** VP Quan/VP Kapacila

**Carried**

## **5. Council Address**

### **5.1 Student Fee Presentation**

VP Kapacila stated that it is Council's responsibility to review the student fees, ask pertinent questions, and ultimately approve or not approve the fees. She noted that currently Saskatchewan's Consumer Price Index (CPI) is the highest of all the provinces at 3.9%. She explained the CPI is a weighted average of how much the cost of a basket of goods changes. She went on to explain that the base Student Fee goes up by 5% every year, so it will increase from \$83.04 to \$87.19 for this upcoming academic year. The USSU receives 4% of that total amount, and 1% goes to the University to pay for bad debt (such as students who enrol then drop out). In December, GM Cottrell met with our Auditor, and they recommended to increase the Infrastructure Fee by CPI. This is because it will help pay down our loan on the Place Riel Building. The Infrastructure fee will increase from \$120.42 to \$125.12. The U-Pass Fee will increase by CPI as well, from \$158.98 to \$165.18. She encouraged Councillors to ask questions.

Councillor Samson asked which fees are they voting on?

VP Kapacila responded that they are voting to approve the Infrastructure Fee, the U-Pass Fee, as well as the base Student Fee.

Move to accept the proposed changes to the Student Fee, the Infrastructure Fee, and the U-Pass Fee.

**USCMotion066:** VP Kapacila/VP Quan

**Carried**

## **5.2 Advocacy Week**

President D'Eon reported that he has been working on this initiative with the External Affairs Committee. He explained that Advocacy Week will involve the Committee going around the University to gain student support about their lobbying of the Provincial Government. He stated that they are working on specific asks with their partner institutions. This week will involve getting students to sign petitions, and other forms of advocacy work. They are looking for interested volunteers to help them with tabling. He asked for interested Councillors to reach out to him

Councillor Phillips asked when is Advocacy Week?

President D'Eon responded that it is the week of January 22 to January 26.

## **6. Business**

### **7. Any Other Business**

### **8. Questions, Comments, and Announcements**

VP Kapacila reported that Campus Club Week begins next week, and she asked that Councillors let their constituents know to contact Adam Nobel, the Information Centre Supervisor, in order to book a table.

VP Lau reported that the next week is Winter Welcome Week. She stated that Monday, January 8 will be the official Rink in the Bowl opening, with the Rink Reception taking place in Louis' at 5 pm. She stated that there will be a Paint Night as well as a House Party on Tuesday, January 9. She stated that there will be a karaoke night on Wednesday, January 10. She thanked the Student Affairs Committee for helping her plan this week.

Councillor Heintz asked what can students do if they do not have skates?

VP Lau stated that students can bring their valid student card to the PAC in order to take out skates for free, which have been donated by the Language Centre.

VP Quan asked if there is a cover charge for House Party?

VP Kapacila stated that cover is \$5, but that Councillors will get in free that night.

GM Cottrell stated that the renovations in the Memorial Union Building began on December 20, with workers grinding the floors. She stated that the contractor came to her on December 22, saying that they did not have the product to put in the floor. She made

sure that the shipping company sent a truck from Montreal to get the flooring, and then drove without stopping to Saskatoon. The product was delivered on Christmas Eve, and they worked nonstop through Christmas Day. They will be continuing to work on the project so that it is all finished hopefully by the Midterm break. The furniture for Place Riel has all been ordered. Once the furniture arrives, they will be able to move it in overnight. She also reported that they have found a solution for the fireplace in the MUB. She stated that the Registrar's Office has checked all of the Saskatchewan soldiers who died from 1955 to 2015 and two of those soldiers were University of Saskatchewan students. She is considering different options to honour them, such as having their names carved in tyndall stone on a different wall.

VP Lau reported that there has been a new hire for the rink.

GM Cottrell stated that they had to be creative when making the position for rink maintenance, as the weather can be unpredictable. They came to the decision that they would hire someone to work in the same way that Centre Coordinators do. They have hired an Engineering student, who will work 15 hours a week, from the beginning of January to the end of March. She stated that the person they hired is named Austin Rosselein and that he is from Weyburn, and very familiar with working with ice.

Councillor Samson thanked VP Lau for all of her work with making the Rink a reality, and she stated that she is excited for it to open.

## **9. Adjournment**

**Executive Meeting  
Minutes for January 8, 2018**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:46 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

Projects:

- SSC: Research letter reaching finalization, meeting time with province almost confirmed, events planning committee working on further initiatives;
- Tuition consultation: Some hiccups with low attendance in agriculture. Reached out to ASA President Tristan Huber and ensured they are properly supported. Policy slated to be passed in March;
- Indigenous Student Affairs Committee: Event being planned for Aboriginal Achievement Week - a panel on Indigenous student leadership;
- External Affairs Committee: Advocacy Week taking place January 22-26
- UCRU: Signed on to chair changes to the organization's governance, will be working on this till the end of my term;
- Survey: Will be presented at the next Exec meeting.

Meetings:

- Tony Vannelli, Provost
- Patti MacDougall
- FARC
- Lucy Vuong, Administration
- Sally Lin, VP External, UBC AMS
- Antonio Brieva, Chair, UCRU
- Governance Committee
- GSA (UPASS)
- Kirsten Samson, Councillor
- Rollin Baldhead, President, ITEP
- Naheda Sahtout, VP External, GSA
- University Council
- Graeme Joseph, ASC

Communications:

- Tristan Huber, President, ASA
- Hayley Cattell, Government of Saskatchewan
- Ryan Helash & Tom Stubbs, USask Rugby
- Sandra LaClaire, Office of Minister Cox
- Jordan Sherbino, City of Saskatoon

Events:

- Soup and Bannock
- Face to Face
- Santa Claus at McEown
- VP's Christmas Party
- Zach Jeffries Christmas Party
- Winter Orientation
- Exec/Senior Manager's Retreat

### **VP Kapacila:**

### **Roundtable: December 8th - January 8th VP Op Fin**

#### Meetings:

- Nigerian Students Society
- Student Fee Review Committee
- Online Insurance Database (Jeff Jackson)
- Louis' Meeting
- Exec and Senior Managers Retreat
- Faith Leaders Council (Meera, Peter Hedley)
- Planning and Priorities
- Ice Facility Steering Committee
- SFL (Ready for Work Campaign)
- Dine With Your Muslim Neighbours Event
- GSA- UPASS Negotiations
- Face to Face (4 times)
- Luncheon with Alumni Relations
- Vice Presidents Christmas Party

#### Scheduled Meetings

- Alcohol Policy (Patti McDougall)
- President's Breakfast (Professional Development Funding)
- Planning and Priorities
- African Students Society AGM
- Huskies and Louis' Marketing
- Student Care
- Wellness Centre Opening
- Student Fee Review Committee
- Rapid Access Transit (Chad Schulz)

#### Ongoing Projects:

- Campus Groups Policy and Procedures
- Campus Club Week (Term 2)
- Risk Management Sessions
- Online Insurance Database
- Gre Fowler Report

#### Daily Deena:

- Cheque Run
- Wellness Expo Planning (Term 2)
- Insurance forms renewal
- Campus Group correspondence

**VP Quan:**

Jan. 2nd - 8<sup>th</sup>

VP Academic, Jessica Quan

Ongoing projects

- Undergraduate Project Symposium
  - Emailed notifications of approval for the event, followed-up with submissions that needed more clarification
  - Finalizing numbers - to reach out to Stef for bookings and XL for printing dimensions
  - Awaiting approval of the Remai Modern and University President terms of reference proposal
- Completed Parliamentarian course

Weekly tasks

- CFCR - N/A
- Academic grievances - received 4 new academic grievances, currently at 11 active grievances

Meetings and events

- Undergraduate Project Symposium planning committee meeting
- Executive and Senior Managers retreat

**VP Lau:**

**4. Business**

4.1 Infrastructure Policy

GM Cottrell stated that the Auditor's recommended changing some parts of the Infrastructure Policy. She stated that this policy has to go to through Council to get approved. The changes include removing the passive voice, and adding in motion numbers. Another proposed changed is the stipulation that the Infrastructure Fee will increase by CPI.

President D'Eon stated that there was a numbering error, as well in section 6 using "Budget & Finance Board" when the correct term is "Budget & Finance Committee".

GM Cottrell stated she wondered whether the 2009 renovation still needs to be included in the policy, as it is historical information. In the Policy it says that every \$1000 needs to be approved by Council; however, this would not have been possible for that renovation. There was a clause that suspended the policy for duration of the renovation. She thought that this clause should remain in the policy, so it is clear why it was suspended at that time. GM Cottrell will send the policy to Sheldon Moellenbeck to send out in the Council Package.

*Please see attachment.*

Everyone indicated they were in favour of these policy changes.

#### 4.2 Executive Projects Policy

President D'Eon brought forward the Executive Projects Policy with some proposed changes. The changes indicate that the budgets for spending from the Executive Projects budget line should be included in the Executive Meeting Minutes, as opposed to bringing them forward in Council. *Please see attachment.*

Move to amend the Executive Projects Policy as stated in the draft attached.

**EXECMotion024:** President D'Eon/VP Quan

**Carried**

#### 4.3 Childcare

President D'Eon stated that this previous Executive initiative came up in the Indigenous Student Affairs Committee. This involved a motion that urged the USSU to work with any Councillors who need childcare services in order to attend Council. President D'Eon stated that he would like to renew this motion, and also add a caveat that this also includes SALs on committees.

VP Quan asked if this needs to be re-approved as they are adding the caveat about SALs?

President D'Eon stated yes.

#### 4.4 SSC and Advocacy Week

President D'Eon stated that Advocacy week will be January 22-26, and that the External Affairs Committee will be getting students to sign petitions that they will deliver to the government. In total they will need \$80 for printing the petitions, and \$80 for the cardboard print out, so the total cost will be \$160 for Advocacy Week.

Move to fund \$160 from the Executive Projects Budget Line for Advocacy Week.

**EXECMotion025:** President D'Eon/VP Kapacila

**Carried**

#### 4.5 Job Shadowing

President D'Eon suggested having the opportunity to have students job shadow the Executive advertised on Facebook. He stated that the Executive members should be impartial through this process, and he encouraged them to refer interested individuals to the Elections Policy.

#### 4.6 Peter Hedley

VP Kapacila stated that Peter Hedley wants to have a meeting to talk about the USSU's relationship with StudentCare. Peter Hedley had stated that he was against StudentCare's mental health program called Empower Me, as it would work against the Triage system that they are implementing. He believes that the Wellness Centre is doing well, and he showed VP Kapacila some statistics of students who were pleased with the services. He does not

want the USSU to implement the Empower Me program, as a way to not invest in mental health programs.

GM Cottrell stated that the USSU has never had someone from the University offered advice about our Health Plan. She suggested that the Executive approach this very cautiously, as the University should not be influencing the Executive's decision making.

VP Lau reported that the Centres have many events that promote mental health initiatives.

GM Cottrell stated that it will be important at the meeting on Tuesday to talk about the parameters of the roles of the Executive and the Wellness Centre. She also stated that it would be important to raise the point that people's mental health problems do not stop at 4:30 pm., and that this is an issue with the Wellness Centre's system.

VP Kapacila stated that she agrees with GM Cottrell, but stated that it would be useful to see some of the statistics.

President D'Eon stated that they should ask how the Wellness Centre will better accommodate students after 4:30 pm, if they are not willing to look into the Empower Me program.

GM Cottrell stated that the Executive should be thinking about a gameplan of what services we want to offer and what amount we should spend for these services.

#### 4.7 Know Your Rights

VP Kapacila stated she needs money for this event which is put on by the Saskatchewan Federation of Labour. She is asking for \$250 for catering.

Move to fund \$250 for the Know Your Rights event from the Executive Projects budget line.

**EXECMotion026:** VP Kapacila/VP Quan

**Carried**

#### 4.8 Rink Reception

VP Kapacila reported that she approved the overage in the amount that they had approved for the rink reception.

GM Cottrell stated that overall, we are under budget for the Rink.

#### 4.9 Financial Literacy Courses

VP Kapacila stated Enactus and Edwards School of Business are holding Financial Literacy Courses aimed at International students, Indigenous students, and the general student body. She stated we will be providing some funding for this. They will be tailoring the course to the audience (eg: they will talk about band funding at the Gordon Oakes Red Bear Student Centre). Edwards will be providing pizza at all of the events.

#### 4.10 Budget Schedule

VP Kapacila stated that she would send out the budget schedule, and that the Executive should attend the meetings that work with their own calendars.

#### 4.11 University Council Report

President D'Eon asked if the other Executive members want anything included in the University Council Report? There were no additions suggested. *See attachment for the Report.*

#### 4.12 Indigenous Leadership Forum

President D'Eon stated that this is brought forward by the Indigenous Student Affairs Committee. He reported that they have Jack Saddleback and Jared Brown to speak at this event.

VP Kapacila suggested having a female identified individual?

GM Cottrell suggested Feather Pewapisconias.

President D'Eon stated that there will be 4 speakers who will be paid \$500 each, and that they will pay to have an Elder speak, as well as pay for advertising and the catering.

Move to approve the budget for this event.

**EXECMotion027:** President D'Eon/VP Quan

**Carried**

### **5. Adjournment**

The meeting was adjourned at 11:51 am.



# 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 ~~the USSU's administrative team and the auditors recommend~~ 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. As per University Students' Council (USC) minutes of October 9, 2008 and as allowed by the Bylaw, the USSU will increase the fee by Saskatoon Consumer Price Index yearly, at the beginning of the fall term.

## 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.

## 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. Reserve**

**Any excess of revenues over expenses will accrue in a reserve fund to be maintained at First Nations Bank of Canada under the terms of reference articulated in the USSU's Investment Policy. This reserve may be used for the following purposes once permission to do so has been obtained, by motion, from USC.**

- a) **Ongoing Infrastructure Projects to maintain in excellent condition Place Riel and the Memorial Union Building; and,**
- b) **To pay down the principal on the USSU's mortgage, jointly held by TD Canada Trust and First Nations Bank of Canada, should the terms of the Bankers' Acceptance (ISDA) allow.**

**6. 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 Budget and Finance Committee.** ~~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
Amended	USC	01/26/12	USC121

## **Executive Projects Policy**

### **1. Preamble**

The USSU Executive projects budget line is dedicated to USSU initiatives brought forward by either the Executive, University Students' Council, or one of the USC committees. The purpose of this policy is to clarify authority and transparency in accessing the Executive projects budget line, as well as to ensure that it is being handled in a way that is accountable to Student Council.

### **2. Project Criteria**

3.1 Projects funded through this budget line must be USSU-led initiatives with significant involvement of one or more Executive members and/or committees.

3.2 Projects will be evaluated by:

- i. Whether the project aligns with the USSU's vision and mission statement;
- ii. How the funds contribute to the success of the project;
- iii. The benefit accrued by the student body from the project; and
- iv. The responsible usage of USSU money and resources;

3.3 The Executive are expected to maintain transparency and accountability in all activities funded through the executive projects budget line.

### **3. Procedure for Funding Requests**

4.1 Final authority for approving Executive projects is held by the Executive committee;

4.2 Motions to access the Executive projects budget line must be included in the Executive Meeting Minutes ; and

4.3 Any motion to access the Executive projects budget line must include a budget describing the anticipated expenses for the project. This budget must include a description of each item, with a breakdown of tax expenses and overall cost.

## USSU University Council Report:

The projects that we are focusing on in term two were outlined in the previous report. Now, we would like to highlight a few topics we will be focusing on most intently leading up to the ends of our terms.

### 1) Tuition consultation policy

This project has been spearheaded by President D'Eon and VP Quan. As the project has navigated its way through various committees, we have received feedback on the successes and challenges of consultations taking place this year. We have reached out to some college constituency groups which have experienced challenges in their attendance, and are working with them to strengthen these processes year over year. For example, Agriculture - which had a dismal turnout - will now be releasing a survey with incentives to complete in order to reach a larger audience. We are of the opinion that this is a great move which exemplifies versatility and creativity in engaging students.

In the meantime, we are urging University Council members in the capacity that they can to ensure this policy reaches the Board of Governors for final approval by March. The reception has been very positive thus far, and we are optimistic in this deadline being achievable.

### 2) Tuition rate setting

In addition to these consultations, we urge senior administration to continue to engage with the USSU and the student body directly throughout the budgeting process, particularly in relation to any significant changes to fees, tuition, or other student expenses.

We look forward to working with the University community on these and other initiatives throughout the year.

Sincerely,

David D'Eon  
USSU President

<b>Event Title</b>	<b>Expense Name</b>	<b>Expense Amount</b>
Indigenous Leadership Forum	Speakers (x4)	2,000
	Elder	300
	Catering	200
	<b>Total</b>	<b>2,500</b>
Advocacy Week	Petition (x300)	80
	Photo frame	80
	<b>Total</b>	<b>160</b>

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4
Abbasim, Aliya	P	P	A	R	P	P	P	P	R	P
Cameron, Mason	P	P	P	A	P	P	R	P	P	R
D'Eon, David	P	P	P	P	P	P	P	P	R	P
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P
Kobes, Brent	P	P	P	P	P	P	P	P	R	P
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P
Lau, Crystal	P	A	A	P	P	P	R	P	P	P
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P
Nagel, Madison	P	P	P	R	P	P	P	P	R	P
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P
Quan, Jessica	P	P	P	P	P	P	P	P	P	P
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P
Trudel, Keana	P	P	R	R	P	P	R	R	P	P
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
January 25, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – January 18, 2018**
  - 3.2. Executive Committee – January 22, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report – November 23, 2017**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report – January 17, 2018**
  - 3.12. Sustainability Committee Minutes and Report – January 22, 2018**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Jackie Ottman, Vice Provost Indigenous Engagement**
- 6. Business**
  - 6.1. Impeachment**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, January 18, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Brent Kobes, STM  
Austin James Heintz, Edwards School of Business  
David D'Eon, President  
Madison Nagel, Education  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Brian Trinh, Medicine  
Kiefer Roberts, Indigenous Students  
Mason Cameron, Agriculture and Bioresources  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Christy McPherson, Dentistry  
Aliya Abbasi, Nursing

**Absent**

**Guest List**

RJ Williamson  
Regan Ratt-Misponas  
Cleo Nguyen  
Jeffrey Felder  
Morgan Bradshaw, Chief of Staff of Advanced Education  
Matt McLoughlin, Deputy Minister of Advanced Education  
Herb Cox, Minister of Advanced Education

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land for generations before this institution was established.

Move to adopt the amended agenda.

**USCMotion076:** President D'Eon/VP Quan

**Carried**

## **2. Introductions**

President D'Eon introduced RJ Williamson, Regan Ratt-Misponas, Cleo Nguyen, Allison White, Jeffrey Felder; Morgan Bradshaw, Chief of Staff of Advanced Education; Mark McLoughlin, Deputy Minister of Advanced Education; and Herb Cox, Minister of Advanced Education.

## **3. Minutes and Reports**

**3.1 USC Minutes – January 11, 2018**

**3.2 Executive Committee – January 15, 2018**

**3.4 Appointments Committee Minutes and Report – September 20, 2017**

**3.6 Elections Committee Minutes and Report – October 11, 2017;  
October 18, 2017**

**3.8 Budget & Finance Committee Minutes and Report – January 3, 2018;  
January 9, 2018; January 16, 2018**

**3.12 Sustainability Committee Minutes and Report – January 15, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion077:** VP Kapacila/VP Quan

**Carried**

## **5. Council Address**

**5.1 Minister Herb Cox**

President D'Eon welcomed the three guests from the Ministry of Advanced Education.

Move to grant the three guests from the Ministry of Advanced Education speaking rights.

**USCMotion078:** President D'Eon/VP Quan

**Carried**

Minister Cox thanked Council for having him, and acknowledged that the meeting was taking place on Treaty Six Territory and the Homeland of the Metis. He wished Council a Happy New Year, and wished everyone luck in the new semester. He stated that he was happy to represent Premier Wall and the Saskatchewan Party. He noted that he had met

with some of the Executive members before Christmas, and that he will address some of the items they discussed. He stated that he has only been the Minister of Advanced Education for two months, and that this has involved a steep learning curve. He stated that he was ready to learn from students at this meeting, as the students are the future of the province. He explained how the province has grown in population rapidly over recent years. As the overall population has grown, so has the enrolment in post-secondary institutions. He stated that in addition to there being more students in general, there are also more Indigenous students. He stated that the Government wants Saskatchewan's youth to stay in the Province, and that this is why they created the Saskatchewan Graduate Retention Program. This program awards up to \$20,000 in tax credits if graduates choose to stay and work in the program. He noted that between 2008 and 2015, over \$300 million in these tax credits have been paid to nearly 70,000 students. He continued to state that despite challenges due to the fall in revenues, that in the past ten years the Provincial Government has contributed \$3 billion in operating funding to the U of S. Compared to other schools in the 2015-2016 academic year, the U of S received 63% of its operating budget from the Province, which is the 5<sup>th</sup> highest of the U-15 universities. He noted that the three out of the four institutions with greater provincial contributions are located in the Province of Quebec, which he noted is convenient as Quebec receives billions of dollars in equalization payments from other provinces. He noted that Saskatchewan residents pay abundant taxes, but receive no equalization payments. He stated that this year, Quebec will receive over \$11 billion dollars in equalization payments, which is more than last year. He explained that this is over fifteen times higher than Saskatchewan's Advanced Education Budget is for 2018-2019.

Minister Cox stated that the Province is proud of the work that they have done to ensure that students have access to these institutions for higher learning. He stated that in 2007, the Direct Student Support Budget was just under \$31 million, whereas today it is almost \$130 million. He stated that over the Province's decade of growth, student support funding has received a total of nearly \$1 billion. He stated that he was aware that some of the students would have questions regarding the tuition tax credits. He stated that the Government is focusing on providing upfront grants for students, in addition to the Graduate Retention Program. He stated that he believes that with other funding opportunities in this province, funding should be targeted to low-income students to make education accessible up-front. The new up-front grant for low-income students was recently introduced and it will focus on students with the greatest economic need. He explained that the system is designed to be more transparent, and to provide more money while students are in school. This way, students and families will have a better idea of how much to expect to receive in assistance, and how much they can borrow in loans. He gave an example of a lower income student from a family of four living at home, and stated that this individual would receive more financial grant money and accrue less student debt under the new model. He stated that the cost associated with Post-Secondary Education is a shared responsibility. He quoted the previous USSU's Executive team, who acknowledged that much of the money used to run the University comes from taxpayer money. He explained that the USSU's stance was that funding increases should be tied to increases in Consumer Price Index (CPI). He stated that in previous years, they have increased the funding to the University by over 50. He stated that under the

previous Government, student fees ballooned and that there was no grad retention program, or commitment to open textbooks, or the Saskatchewan Advantage Scholarship. He stated that the Government will continue to encourage Post-Secondary Institutions to set reasonable tuition rates.

Minister Cox stated that it is important to look ahead to the future for these institutions. He noted that people may have heard about the Government's transformational change initiatives. He stated that broadly speaking, this should bring the Province back to what they should be delivering in respect to services. This means ensuring high quality public services. In regard to post-secondary education, this entails ensuring that post-secondary partners work together and collaborate to ensure that their clients, the students, are served effectively. He closed by thanking the USSU for the invitation to speak to students, and stated that he hopes everyone stays in the province, and wished everyone the best with the remainder of their studies.

VP Kapacila referenced Minister Cox's example of the low-income student, and asked what constitutes a low-income student? She noted that most students are probably what is considered "middle income". She stated that the great thing about the tuition tax credit was that it did not discourage students from working. She noted that the Minister's example did not involve a student who was working, and instead was living at home. She stated that she wants to make it clear whether low income students will actually benefit in that situation, and how will the Province support students who are working?

Minister Cox stated that at the present time they are formulating that policy, and that it will hinge with the student loan cut offs. He gave an example that a student from a low-income family of four living at home, would have access to up front funds of up to \$4500 a year. He stated that students will also have the opportunity to earn up to \$1,500, which will give students an opportunity for job experience and to contribute to their education, which will not come off of what they borrow.

A councillor stated that coming from a low-income family, that he is very appreciative of this. He stated that from a family of five with a single mother, it is a big help to have this program in place.

President D'Eon stated that this is news to him, and that he is happy to hear something like this is being introduced. He asked if he could receive more details about this program when he attends the Scholarship and Bursary Committee in Regina?

Minister Cox stated that he would commit to bring more information about the program to the Scholarship and Bursary Committee in Regina.

Councillor Heintz stated that he is deeply saddened by the elimination of the tuition tax credit. He stated that he believes that it gives all students a part of the share, and that it incentivizes students who try to put themselves financially ahead, without a burden of tax. He noted that he understands the importance for funding for low-income families. He explained that the tuition tax credits allow him to come to school, as he pays for his

schooling by himself, and that he has worked on the pipelines since he was fifteen. He stated that without the tuition tax credits, he would not be in school.

Minister Cox acknowledged that he understands this, and that it was a difficult decision that they had to make. He stated that they believed that the money could be better used in an up-front scenario. He stated that the Canadian Federation of Students (CFS) came out in favor of more up-front grants and less tuition tax credits. He thanked Councillor Heintz for his comment, and that he will bring it back to Regina.

Councillor Phillips thanked the Minister for his time. She stated that the up-front focus was fine, but that there is a problem when the grants are specifically focused on low-income students. She stated that this is especially an issue if its organized around the same mechanism that grant student loans. She explained that she has lived away from home while in University, and has not been eligible for student loans due to a savings account that paid for her first two years of university. She stated that this makes it difficult to afford necessities such as food and rent. She stated that it is tough to hear that there will be less money going to fewer people, and stated that a crucial component to keeping students in province is to make post-secondary accessible to all.

Minister Cox thanked Councillor Phillips for her comments and that he will bring them back to Regina. He stated that they are still in the Budget process.

Councillor Murphy thanked Minister Cox for his time. He asked what students can expect for funding to the University for this upcoming budget? He asked if students could expect funding being restored, or if more funding will be taken away, or if this will depend on where the price of oil is at, or if this depends on us getting back to budget, and if it does, how many years of cuts will this take?

Minister Cox responded that Deputy McLoughlin brought up a good point that afternoon about the Government relying on their partners in finding efficiencies to meet these challenges. He stated that he realized that over the past few years funding has been cut, and it is the Ministry's opinion that these institutions are at the tipping point. He explained that this means that any more cuts will result in serious ramifications. He stated that this is the message they brought to Treasury Board and Finance. He stated that the Ministry knows that there are no more cuts to be made and that they will fight for that.

VP Kapacila stated that the reallocation of funding from the tuition tax credit to the low-income grant lends itself to discourage students who work. She asked what is the Ministry going to do within the next budget cycle, to incentivize students to not put themselves in low income circumstances in order to get money from the Government? She stated that she does not believe that this is a Province of "have-nots" and that we should not discourage working students. She stated that she has heard from some students that they are considering going to other Universities because of this issue.

Minister Cox stated he cannot imagine students “holding back” in order to get funding. He stated that in regard to students going elsewhere, our Province’s contribution to post-secondary institutions is fifth highest in the Country of comparable Universities.

VP Quan stated that the Graduate Retention Program is a great initiative, but there is a crucial stepping stone that is missing in the process. She stated that at the moment we have an oversaturation of graduates and because of this, many graduates are not getting work. She asked what will the Minister do to address the issue of the oversaturation of graduates, in order to ensure better employment opportunities?

Minister Cox stated that they have created approximately 68,000 jobs since they have been in power. He stated that it has been a great day on Campus seeing all the work that is being done, and that the University needs to keep doing this to create new jobs. He stated that the return of revenue will result in more people going to work on the pipelines, which will leave more jobs for graduates.

Member Williamson stated that he left the oil patch to come to the University, and that at one point he voted for the Saskatchewan Party. He stated that by the time he is done at the University, he will have spent \$60,000. He asked the Minister how the Graduate Retention tax credit of \$20,000 compares to the amount of money he has spent, and what options will be available to him?

Minister Cox stated that the Graduate Retention Program is a tax credit of \$20,000. He stated that he is not going to pretend that this will completely cover a student’s debt.

Member Williamson stated that because he has spent \$60,000 he will have \$60,000 in tax credits available, unless the Government takes this away. He stated that he is going to lose \$40,000, and how does the Minister justify this?

Minister Cox stated that the member is correct that he will not get his full expenditure back. He stated that if things turn around, and they will reinstate the tuition tax credit. He stated that he cannot commit to this at this moment.

Member Williamson asked if they gave a tax break to the richest people in the province?

Minister Cox asked if he was referring to the corporate extension from \$500,000 to \$600,000? He stated that he disagreed that they are the richest people in the Province, as small businesses are what drives our Province. He stated that 70% of our jobs are created by small businesses. He stated that if they were not paying the taxes that they were, then our Province would not be able to function how it is currently.

President D’Eon made a point of order to address all comments to the Chair.

Member Williamson stated that he believes in capitalism. He stated that he will not be able to invest his money if this goes through. He stated that everyone relies on this money on a yearly basis, not after students are done school. He asked how can the Minister say

that this is a valid substitution. He stated that this is not an incentive, and that this will push people out of the province.

Chairperson Hitchings asked if Member Williamson has a question?

Minister Cox stated that he will not dispute this. He stated that he hopes that are able to reinstate the tuition tax credit, but for now they need to keep it out. He stated he will take these comments into account.

Councillor Phillips asked if the Government would be open to work with the University in regard to greater experiential learning? She stated that there are a lot of co-op programs available to colleges such as Edwards School of Business, but that this option is not available for Arts students.

Minister Cox stated that the Government would certainly be interested in looking into this.

Councillor Murphy stated that in regard to Member Williamson's point with the corporate tax break, there was also the regular income tax cut, which affected people similarly across the board. He stated that there will be the same percentage cut to the lowest earners as the highest earners. He also stated that there was \$20 million of funding taken out of the College of Medicine, which was later refunded. He asked what the Ministry's thought process was through this, and what was the justification? He asked if that \$20 million in funding is now safe?

Minister Cox stated that this had happened before he was in this position, but he understood that once the Government had the College of Medicine's plan, they were able to reinstate the funding. He stated that they are looking at this in the Budget, and that he cannot commit to any outcomes. He again stated that he knows that the Colleges are at their tipping point. He also stated that all taxes will drop .5% in July 1, 2018, and another .5% in July 2019.

Member Felder clarified that the \$20 million of funding was actually previously allocated in a different budget.

Minister Cox thanked the member for his clarification.

Councillor Murphy asked if Minister Cox had any opportunity to look at the University Plan, and if he had any feedback? He asked if there was any discussion about looking into a Northern campus to ensure that folks, specifically Indigenous folks, will have access to post-secondary institutions, and if their government would support such a project?

Minister Cox stated that this project going forward with land being purchased up North. He stated that his Deputy Minister has monthly calls with the Provost of the University. He stated that he has met with the Provost twice, and will continue to communicate.

Member Ratt-Misponas asked if this was in regard to the Northern Footprint that the Government has committed to? He asked if this has been done in consultation with Northern communities and Indigenous communities?

Minister Cox stated that they are just in the process of forming an advisory committee for the North to develop a strategic plan. He stated that there will definitely be members from the North on this committee.

Member Ratt-Misponas asked if this information could also be given to the Indigenous Students' Council, as a large part of the communities that they represent are from the Northern communities?

Minister Cox suggested getting Member Ratt-Misponas' contact information, in order for him to be a stakeholder on the advisory committee. He stated that if the member is ok with this, Deputy Minister McLoughlin will get his contact information after the meeting.

Member Williamson stated that it is fairly plain that students want the tuition tax credit back as it gives students money on a yearly basis. He asked if the Minister would consider getting rid of the Graduate Retention Program and maintain the tuition tax credits?

Minister Cox stated that he could not commit to that tonight, as this would involve creating Legislation to remove the Graduate Retention Program. He stated that this is something that they will look into.

President D'Eon stated that they are speaking on serious issues and he reminded Member Williamson and everyone to be cautious of speaking for all students. He acknowledged that these are complex issues, and asked for Council to not make any votes or decisions, unless the appropriate information has been distributed.

Councillor Murphy noted that after this portion of the agenda, Council will be discussing the student fee increases for the Health and Dental Plan. He stated that they know that the services that the USSU provides students are not necessarily affected in the same way, but that the Health and Dental plan is very vital, and that Council faces the tough task of deciding whether to use reserves to pay for this, or to increase student fees. He asked what Minister Cox's Government would do to reverse this burden or alleviate it?

Minister Cox stated that this would be better answered in a couple weeks when the new Premier is determined. He noted that some of the candidates have stated that they would reinstate the exemption on insurance premiums. He stated that he cannot commit to this.

Councillor Murphy asked if Minister Cox was against that, and if he would work under any Premier to alleviate that burden for students?

Minister Cox stated that they have to look at the larger picture of where the revenue comes from. He stated that on a personal note, he has had a lot of calls about this issue. He stated that they might consider reversing this.

Member Felder stated that the average medical graduate will finish school with approximately \$150,000 in loans. He also stated that there have been cuts within the Ministry of Health to the Rural Family Physician Program. Over the last two years, the cuts have amounted to almost \$150,000. He noted that the Minister had stated earlier on in the day that he hopes that the medical students stay in Saskatchewan. He stated that he would love to stay in Saskatchewan, but that he will be graduating with \$220,000 in loans and he will go where he has to pay for his loans. He noted that a majority of medical graduates leave the province after they graduate, and that they tend to not come back. He stated that this province needs rural doctors the most.

Minister Cox stated that he has no comment to this. They have tried to do all that they can in regard to this. He again stated that he wants the students to stay in the province, and that he believes Saskatchewan is a very competitive province.

Member Felder stated that finances play the biggest role in determining where to go early on in careers. He stated that preferentially he would put Saskatchewan as his first place if the tax credit was in place, because this would save him about a year of medical school. Without this, he would try to take a residency in Alberta.

Minister Cox thanked the member for his comment.

Councillor Roberts stated that the Federal Government has a committee on Indigenization. He stated as Saskatchewan is a part of Canada, what will the Provincial Government do in commitment towards indigenization and reconciliation?

Minister Cox noted that Saskatchewan was the first province to put treaty information into the K-12 system, and that they will continue to do this. He stated that he was pleased that this university is working towards indigenization. He noted the increase enrolment of Indigenous students at this university, as well of International students. He stated that this province is committed to work towards reconciliation, and that they will go even further towards the treaty information in the K-12 system.

Member Ratt-Misponas asked how would reconciliation and indigenization look coming from the Province and what commitments are being made?

Minister Cox stated that this is not something he has been briefed on, and asked to defer this question to allow him a chance to be briefed.

President D'Eon stated that there would be time for one or two more questions.

Councillor Samson thanked the Councillors for sharing their stories, and that she was grateful to be part of this community, and to continue to strengthen the relationship with

the Government and to strive to make this institution a place for students to want to come.

Minister Cox stated that the Ministry is committed to being a partner with their partner institutions. He stated that he hopes that he can stay in this position, and that it has been great to meet everyone.

President D'Eon stated on behalf of students and Council, he would like to thank Minister Cox and his staff for coming to speak to Council.

Chairperson Hitchings stated that Council would go into recess.

## **6. Business**

### **6.1 StudentCare Fee**

President D'Eon thanked Council for asking the hard questions with Minister Cox. He stated that in regard to the StudentCare fee, they are looking at a 10% increase to the Health and Dental Plan fee. He stated that the Executive has been considering pulling money from the reserves to alleviate the increase for this year. This would not permanently remove the increase to the fee for next year, but it would ease the transition. He stated that there were two reserve funds, one with SunLife and one of our own. The Executive has been considering using the SunLife Reserves, as it cannot be used on our own investments, and it allows the Union to go to the market. He stated that it was reported that the USSU had \$289,000 in our own account and \$130,000 in the SunLife Reserves. He noted that they had been mistaken and that there was actually \$225,000 in the SunLife Reserves. He stated that today he is confidently suggesting a 5% increase, as this puts it in place with other increases, and that this would leave some reserves for the coming years. He stated that the current Health and Dental fee is \$250 and the 10% increase would bring this amount to \$274.59. Using the reserves, they would discount the fee by \$11.91, to bring the increase to only 5%. The new Health and Dental fee would come to \$262.68. The total amount required from reserves is \$116,145.01 and the amount remaining in that reserves is \$109,361.99.

Move that Council accepts the recommendation of the Executive to increase the Health and Dental Plan fee by 5%, in addition to taking \$116,145.01 from the SunLife Surplus Reserve to discount the total increase.

**USCMotion079:** President D'Eon/VP Kapacila

GM Cottrell stated because we do not have full claims data, that this fee could go down. She stated that the Minister had stated that they are reconsidering the PST on insurance premiums, and that if the PST did go down, this could create a downward trajectory on this fee for the next year.

Councillor Murphy asked how much we could get the fee down using the SunLife Reserves?

VP Kapacila stated that they had consulted with both the USSU Accountants and with StudentCare, and came up with a 4%, 5%, and 6% options. They were exploring these options as they do not leave next year's Executive with the challenge of increasing fees by 10%. She stated that this Executive did not feel comfortable leaving this for next year's Council to address this. She advised Council to leave the increase at the 5%.

President D'Eon agreed with VP Kapacila, and that it is important to be fiscally responsible.

Councillor Murphy asked when a future Executive takes this to market, if there will be the opportunity to get a deal like this again?

President D'Eon stated that he is not a betting person, but no.

GM Cottrell stated that she believes the USSU only loses the deal if all of the money is taken out. She believes that the deal is that any surplus over 80%, SunLife gets half and the USSU gets half. As long as we do not take all of the money out, the deal is still good.

Councillor Kobes asked if the SunLife balance requires a minimum balance before the deal is over?

GM Cottrell responded no.

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

President D'Eon stated that he had talked to Deputy McLoughlin during the recess, and he had offered to come and speak to Council about the budget process. He stated that they would talk about it. He stated that he will be meeting with the Minister again on Monday, and that he would be able to bring comments forward to him.

Councillor Roberts recommended bringing the Deputy Minister to a Council Social.

Councillor Heintz stated that he advised against this.

Councillor Murphy apologized for his previous comment that suggested that StudentCare's projected fees had absorbed the insurance tax, when had been absorbed into the previous year's fees.

VP Kapacila announced that the USSU is holding its first Wellness Expo on January 22 to January 24. She encouraged Councillors to get involved.

Councillor Samson stated that there is an event put on by Professor Martin Gall called Global Café. It takes place in the Private Function room at Louis' and students are invited to come and eat food and speak to people about international issues. It is taking place on January 25 from 4 to 5 pm.

VP Lau stated that in March there will be three openings for Coordinators, including the Food Centre Coordinator, the Pride Centre Coordinator, and the Women's Centre Coordinator. She invited people who are interested to come and talk to her or one of the Coordinators. She reminded everyone that SafeWalk is available for people who do not feel safe walking home, and that its number is 966-7233.

VP Kapacila asked GM Cottrell to let Council know when accountabilities are?

(inaudible dialogue)

President D'Eon stated that the USSU Executive survived the Hot Wings Challenge.

Councillor Kobes stated that a friend from Fanshawe College had visited him recently. He thanked VP Lau for her work in getting the Rink in the Bowl, as his friend enjoyed coming to Saskatchewan to see this.

VP Quan stated that the 6<sup>th</sup> Annual Undergraduate Project Symposium is taking place on February 5<sup>th</sup> from 10 am to 2:30 pm in the North Concourse. Speakers will include Vice Provost Indigenous Engagement, Jacqueline Ottman, and President Stoicheff. She also stated that there are new awards available. She encouraged everyone to come and check it out.

VP Lau reminded everyone that people can rent skates for free at the PAC. She announced that Culinary Services will be providing free hot chocolate every Monday at 2 pm.

Councillor Murphy stated that the External Affairs Committee will be having Advocacy Week on January 22-26. They will be going to many different buildings with petitions and information.

Councillor Phillips asked who they should reach out to if they are interested in volunteering for Advocacy Week?

President D'Eon responded that they can reach out to him.

President D'Eon stated that he was relieved to hear Minister Cox suggest that there should not be any cuts, which President D'Eon stated was a change in his previous stance.

GM Cottrell stated that it is not everyone's imagination that education is much more expensive, and that when she did her first degree, she could make enough money to live

on and pay for school by working in the summer. She also stated that Accountabilities are January 23<sup>rd</sup> at 9:30 am.

Councillor Roberts asked if the USSU had made a formal commitment to Indigenization on campus?

GM Cottrell stated that she would have to go through the minutes to find if such a motion was made.

**Please see the addendum of the minutes that include the motion being discussed.**

## **9. Adjournment**

## **Addendum**

### **University Students' Council Minutes for Thursday November 19<sup>th</sup>, 2015**

#### **Present**

Jack Saddleback, President  
Ata Merat, VP Operations and Finance  
Gabe Senecal, VP Academic Affairs  
Kehan Fu, VP Student Affairs  
Jaylynn Arcand, Medicine  
Regan Ratt-Misponas, Indigenous Students  
Dhaine, Dreaver, Indigenous Students  
Jordan Robertson, ESB  
James Hearn, Engineering  
Benjamin Schwab, St. Thomas More  
Sheldon Moellenbeck, St. Thomas More  
Kristen Daniels, Arts & Science  
Hasith Andrahennadi, Arts & Science  
Monica Iron, Arts & Science  
Tenielle Koob, Pharmacy & Nutrition  
Mankomal Gill, Kinesiology  
Alana Huckabay, Agriculture &  
Bioresources  
Taylor Andreas, Law  
Mark Tan, International Students  
Jordyn DeWalt, WCV  
Serena Reimer, Education

#### **Also Present**

Jordan Sherbino, USC Chair  
Jason Kovitch, USSU Business and  
Services Manager

#### **Regrets**

Connor McCann, ESB  
Dayna Pinel, Nursing  
Brayden Trites, Education

#### **Absent**

#### **Guest List**

The meeting was called to order at 6:03p.m.

### **1. Adoption of the Agenda**

Move to move 7.3 under 10. Any Other Business.

**USCMotion069:** President Saddleback/VP Senecal **Carried**

Move to add Female Leadership Commission under 7. Business.

**USCMotion070:** VP Senecal/*Seconder is inaudible from the recording* **Carried**

Move to adopt the agenda.

**USCMotion071:** VP Merat/Councilor Iron **Carried**

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

President Saddleback introduced Jason Kovitch, USSU Business and Services Manager. He pointed out that the last meeting for USC will be on December 3, 2015.

### **3. Council Address**

#### **4. Table Topics**

- 4.1 "How can the USSU empower MSCs to play a larger role in their college or constituency, either within or outside of their College or Constituency Society?"**

President Saddleback thanked Councilors for the work they do for Council. He added that this discussion came up at the AOCF meeting.

Councilor Ratt-Misponas encouraged Councilors to work with their constituencies.

Councilor Huckabay recommended to get involve with different groups around campus besides one's constituency.

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

#### **5.1 USC Minutes – November 5<sup>th</sup>, 2015**

#### **5.2 Executive Committee – November 13<sup>th</sup>, 2015; November 17<sup>th</sup>, 2015**

#### **5.3 Budget & Finance Committee Minutes and Report – November 16<sup>th</sup>, 2015**

### **6. Motions Arising from the Minutes and Reports**

Move to accept the Minutes and Reports.

**USCMotion072:** Councilor Ratt-Misponas/Councilor Iron **Carried**

### **7. Business**

#### **7.1 Indigenous Content in the Curriculum**

VP Senecal provided a paper copy of the proposed motion to Councilors.

Move to have the USSU call on to the University of Saskatchewan to: 1) commit to implement Indigenous Content into the curriculum of every University of Saskatchewan degree; 2) strike a committee with different students, faculty and Indigenous leaders and other important voices to consider the logistics and implementations in incorporating Indigenous content in the curriculum; 2a) the above committee would be charged with a proper consultation process to ensure that all relevant view points and considerations are address appropriately; 3) make the commitment to strike the committee by January 31, 2016. Move to debate.

**USCMotion073:** VP Senecal/President Saddleback

**Carried**

Councilor Reimer asked if the College of Education has been consulted in regards to this given their experience with Indigenous content in their curriculum.

VP Fu replied that the composition of the committee would be large enough to include a variety of perspectives from around campus.

President Saddleback pointed out that this is a priority for the University now, the Indigenization of the Academy.

Councilor DeWalt noted that this might get some push back from different colleges. This might be because some colleges create their own class schedules and do not have room to add more classes. She suggested contacting these colleges to suggest this as a prerequisite to get into the college rather than part of the curriculum.

Councilor Robertson pointed out that each college would have to be consulted given their own curriculum.

VP Senecal noted that the University would have to look at the best ways to implement this. He added that the motion is just a way to push the University to do more about this.

VP Fu pointed out that the motion leaves a lot of opening for the University to figure out the logistics.

Councilor Arcand noted that part of the accreditation process for colleges of Medicine around Canada has to have Indigenous content in the curricula.

Councilor Huckabay recommended to bring this to the University Learning Services as a way to spread the idea around campus.

## **7.2 Unnamed Committee**

Councilor Gill read the description of the committee for Councilors.

**Executive Meeting  
Minutes for January 22, 2018**

**Present:** VP Kapacila, VP Quan, VP Lau, GM Cottrell

**Absent:** President D'Eon

**1. Call to order**

The meeting was called to order at 10:50 am.

**2. Quorum**

Quorum was achieved,

**3. Roundtables:**

**President D'Eon:**

Projects:

- Winter Welcome Week: attended many events
- Advocacy Week: All set up and kicking off this week with External Affairs
- Indigenous Leadership Panel: Advertisements should be coming soon

Meetings:

- Jessica Klaassen-Wright, Sheaf EIC
- Sally Lin, AMSUBC VP External
- Jeff Elder, SMSS President
- VASU Presentation
- Peter Hedley
- Kirsten Samson

Communications:

- Ministry of Advanced Education
- Graeme Joseph, ASC
- Jack Saddleback
- Jared Brown
- Feather Pewapisconias
- Vann Cortez
- Sally Lin
- Colten Yamagishi
- Dale Apesis
- Ryan Helash
- Tristan Huber

Events:

- Rink opening
- Rink reception
- House Party
- USSU Paint Night
- USSU Karaoke
- StudentCare supper
- Mario's retirement party
- WCVN Event at the Scuz

## **VP Kapacila:**

### **VP Quan:**

Jan 15th-19th USSU Exec Roundtables

#### Ongoing projects

- Undergraduate project symposium
  - Sent out briefing packages to participants
  - Arranged for printing through XL with Luke for posters
  - 34 participants in the event - one person has dropped out
  - Speakers confirmed - Patti Mcdougall, Brittany Thiessen, Jackie Ottmann, Peter Stoicheff
  - Finalizing map plan with Stef and the committee tomorrow - booking for tables and boards will be made then
- Academic integrity module
  - Student learning services requested input from me on their new academic integrity module
- Scholarships and Awards committee
  - Narrowed the Best and Brightest candidates to the top 25 - in a subcommittee to meet this Wednesday to narrow down the top 14

#### Weekly tasks

- CFCR - Councillor Kobes recorded an episode
- Academic grievances - received 5 new grievances, currently at 12 active grievances

#### Events and meetings

- Appointments committee
- Know Your Rights event
- Undergraduate Project Symposium planning committee
- Ministry of Immigration, Refugee and Citizenship meeting
- Chicken wing challenge
- Beth Bilson - student appeals FAQ
- Scholarships and awards committee
- University Council
- USSU facilities tour with Herb Cox

### **VP Lau:**

(Jan 15th - Jan 19th)

#### Global Village

Met with student reps on Tuesday @ 5pm

Contacted DJ for the evening (\$200)

Layout of Louis & Loft

Exhibit Placement

Decoration - ISC can help?

Coordination of volunteers, liaison between Louis & ISSAC

Equipment - project, sound (working with Dan)

FMP3

Comm request 25 more of each signs for repairment & stocking of baskets

Sustainability  
2 new requests for fundings  
Planning Winter Sustainability Week  
Comm request for the week  
Quick meeting on cash funding/ payable upon receipts  
New Funding request  
Rink in the Bowl  
Checked on ice daily  
Communicated with Austin & Stef regarding maintenance  
Comm request for Hot Chocolate Mondays  
Scheduled non-private bookings for events (non closed to public!)  
Interview with the Sheaf  
Organizing Centres skate!  
Photoshoot on Rink with Usask Gears!  
Women In Leadership  
Working with the Student Affairs Committee on the planning stage  
Meeting with Young Women in Business and discussed partnership  
Meetings:  
Student Affairs Committee  
Update & Feedback on WWW  
Planning WIL  
Confirmation of Panelist  
Sustainability Committee  
Planning Winter Sustainability Week  
Presentation meeting for Ducks Unlimited  
Update on Aero Designs' request for reallocation of funds

Ministry of Immigration, Refugees and Citizenship Canada  
Centres Meeting  
Appointment Committee meeting  
Arts Department presentation for Exec. Project Funds  
Meeting with JK about centres  
Meeting with Elizabeths about Mental Health day in T2  
Lunch meeting with MAC @ SECC  
Communications:  
Beer Yoga  
Contacted yogis (Usask living/ One Yoga) for Beer & Stretch Night  
Communicating with Dan to see feasibility  
Others:  
Hot Wings Challenge  
USSU tour with Herb Cox

#### **4. Business**

##### **4.1 Parking Services Donation**

Parking Services ran a promotion whereby anyone who paid their parking ticket prior to the end of December saw half the money that was raised to the USSU. The Executive has to determine what they are going to do with it so that we can let Parking Services know what we

have done with it. The Executive will have some conversation about this and will make a decision by the end of the week.

#### 4.2 Sex Week

This is the week of February 12-16. Part of this is the Drag Show. The Executive will be performing a number. President D'Eon will lead off.

#### 4.3 Sustainability Week

Need to get the information out to students about how to access the fund. There are concerns about how to ensure that we both support initiatives and have accountability. The Executives suggests that the Sustainability Committee look at a percentage maximum of money up front with the remainder to be reimbursed once they have received receipts.

#### 4.4 Bell Let's Talk

VP Lau will respond to Colten Yamagishi about this.

#### 4.5 Women in Leadership

This will be done in conjunction with International Women's Day on March 8th. Executive members have been asked to be involved in any way they can. VP Kapacila will reach out to businesses with a particular friendliness to the female demographic. VP Quan will moderate the panel discussion.

### **5. Adjournment**

The meeting was adjourned at 11:20 am.

**Academic Affairs Committee**  
**November 23, 2017**

**Present:** VP Quan, Sheldon Moellenbeck, Brian Trinh, Kiefer Roberts, Mason Cameron,  
**Also Present:** Beth Bilson, University Secretary, Sandra Calver, Assistant to the University Secretary

**1. Call to Order**

The meeting was called to order at 3:57

**2 . Quorum**

Quorum was present.

**3. Business**

**3.1 Discussion about University Appeals**

The committee introduced themselves.

Beth Bilson stated that there are three sets of regulations that govern University Academic decisions.

There are two sets that University Council oversees. UC oversees academic misconduct, which includes issues such as plagiarizing. This is typically initiated by a complaint. The other set is Student Appeals. These are initiated by students who disagree with an assessment. The third set of regulation is Student Non-Academic Regulations, which is overseen by University Senate. The Senate is largely made up of people from outside the University, typically Alumni. There are six student representatives on the Senate. They cover a wide range of issues from parking to violence. The two sets of conduct regulations have been revised recently.

There are two levels of procedures. The first level is informal resolution, at it involves going to the instructor, and raising a question. Here you can ask a professor to reassess. If the student is not satisfied, they can ask for a formal reread, which is an official reassessment. This involves someone who is not the instructor to reassess.

The next level of procedure is a form of college appeal, in non-departmentalized colleges. Students have to be able to show that there is something other than academic judgment that has affected their mark (such as failure to accommodate for a disability)

One of the most difficult things in the whole assessment procedures is that coursework can be hard to regrade. She noted that there is not much guidance in the revisions of how people are supposed to reassess.

If students are still not pleased with the outcome of the college hearing, they can bring it to the University level. The student has to give an explanation about how their case

fits the criteria that meets the requirements for a University hearing: procedural error, differential treatment, failure to accommodate disability. An appeal board is set up and it involves two faculty members and a student from University Council. The success of university hearings is quite low, as it can be hard to show that professors are showing differential treatment.

There are questions about how professionalism fits into Academic issues. They will be looking at further defining how students are supposed to behave professionally. They will be working further to see how students can be reassessed for work that is not written, such as experiential learning.

VP Quan stated that it is difficult to track the concerns that students raise if they are performing in clinical settings, especially in nursing and education.

Brian Trinh stated that it is difficult to reassess oral exams, and that it would be unfair to the professor, as the student can better prepare for the reassessment.

Sheldon Moellenbeck stated that he has dealt with students who wanted to submit an appeal, but did not want to be treated differently by the professor.

VP Quan asked what the justification was for having the 30 day restriction of when students can submit an appeal?

Beth responded that it could be because beyond 30 days can be too long for professors to remember what happened.

VP Quan stated that she sees the benefits and drawbacks of having 30 day restriction. She asked if we could reconcile a longer limit to allow for more time for students to raise concerns without being exposed to the professor

Beth also stated that prolonging the cut off cut raise issues with students who need to be placed for treatments.

### 3.2 Informal Consultation

VP Quan asked for the committees thoughts on informal consultation?

Brian Trinh stated that he has noticed that in most undergrad, students do not realize they can talk to their professors. The expectations of professors can be quite different from class to class. Some professors are very open to discussing their justifications, whereas some professors are not that open to discussions. He noted that professors seem to be able to change marks if they have been graded wrong. However, some professors present veiled threats when students ask for reassessments.

Beth responded that they have had discussions about the fact that marks can go down, which she thought could wrongly discourage students from accessing reassessments.

Brian Trinh noted that sometimes it goes the other way, and that students pester professors too much, even when they have been marked fairly.

VP Quan stated that this is why the USSU has the Academic Advocacy office. She stated that she and Sheldon let students know about their rights and that we can help students with hearings. With the permission of the instructor we can attend these meetings. We encourage students to CC us when they email the professors.

Beth Bilson stated that one issue could be is that the informal resolution process is now a little more formal. There are also additional difficulties when the course is taught by a sessional lecturer. They will be addressing this issue.

Brian Trinh stated that this is more an issue for the early years of undergrad, as upper year students are typically more familiar with the department.

Sheldon Moellenbeck stated that he has dealt with students who have requested submitting an anonymous complaint, to avoid being treated differently by their professor. This is not an acceptable form of complaint, as the students are not being accountable for their complaints.

Sandra Calva stated that the academic appeals should be further stipulated that they are about your marks, and to direct students to other avenues to raise these concerns.

Brian Trinh stated that he knows there is a discrepancy about how different professors mark. He asked about the procedures when more than one professor marks a paper?

Beth Bilson stated that there is supposed to be some oversight from the Dean's office about this issue. She stated that there are appeal mechanisms for this.

### 3.3 College Level Appeals

Kiefer Roberts stated that he believes that the form is straightforward enough.

VP Quan stated that a lot of people go into these appeals just to make an appeal, and that they do not understand whether or not their case actually meets the criteria.

Beth Bilson stated she does not know if it would be helpful to have more explanation on the form; however, she emphasized that it is up to the student to show the appeal board the justification and worthiness of their case. The appeal board is objective, so they cannot speak up for the student if they see that the student is not raising the appropriate points. She asked if there would be any use in having more explanatory material such as a webinar to help students know what they have available to them?

The Academic Affairs committee was in agreement that this would be a good way to move forward.

**University of Saskatchewan Students' Union  
Student Affairs Committee**

Date: Jan 17th, 2018

Time: 12:30pm

Location: USSU Second Floor Meeting Room

**Members:** Kirsten Samson, Erika Erlandson, Emma Thomson, Kate DeVito, Elizabeth Ogunrinola, Jessica Quan, David D'Eon, Jason Kovitch, Crystal Lau

**Present:** Samson, Erlandson, Thomson, Ogunrinola, Kovitch, Lau

**Absent:**

**1. Call to order**

The meeting was called to order at 12:35

**2. Quorum**

Quorum was present

**3. Business**

3.1

Approval of Agenda

- motioned by Emma, seconded by Kirsten

3.2

Winter Welcome Week

- Karaoke Night - Next time two people. One for sound and one for tech. Also certain issues with problem drunk people. Other than that, the rest of the week was good.
- For future ref: Less events, but better quality (like this year); also have this committee be more involved in events
- Concern: Potential issues with sexual assault. What do security look for at Louis?
  - By-Stander Intervention Program will be implemented as mandatory Louis training. This will be hopefully implemented in all of the university.

### 3.3

#### Women in Leadership

Final topic: Overcome challenges in leadership positions, non-men base

“ focus on the solution, we know the problem “

-Logistics:

-March 7th (Wednesday)

-starting time? - Prep at 3; Event start at 4

-Location: Loft (will not be closed to public until 7 pm; If we book, it gives access to the entire room. We cannot kick people out of tables)

- Decorations?

- Themes:

- WIL balloons

- Centerpieces: Small rocks with flowers

- Motivational words of encouragement backdrop with sticky notes (as people come in, they put their words of encouragement down on a sticky note and then they pin it into the blackboard)

- Talk to louis bout linen; production about microphones and audio visual

-Schedule of the event:

4:15 pm Introductions - Liz

4:30 pm panel -

5:30 pm scenarios -

6~7 pm - networking time - Crystal

-Panelists:

-Confirmed:

-Pending:

\* Ask young women in business about questions and scenarios, PSSA also wants to be involved. Maybe have them at our committee meetings

- Panel questions:

- What is the biggest gender-related hurdle you've faced? How did you overcome it?

- Do you have any career tips? - eg. asking for a raise/promotion

Scenarios

- How do I ask for a raise/promotion?

-

#### Panel structure

- Serious questions - throw in some fun/lighter scenarios
- Individual questions - 2-5
- Scenarios - ~5

#### 3.4

#### Mental Health Program / One day for students (March 6th, 2018)

- Ideas on how to use our MH Tips!
- By next meeting: come up with a quotes and a picture
- One day for students: find a way to implement that with what we are doing.

#### **4. Confirm next meeting time**

- **This time works for everyone (Wednesday 12:20 -1:30 pm)**
- **Update to proper meeting schedule**
- **Do not book Louis rooms (message them first)**

#### **5. Adjournment - c**

The meeting was adjourned at 1:32

#### **Minutes**

#### **University of Saskatchewan Students' Union Student Affairs Committee**

Date: Nov 20th, 2017

Time: 1:30pm

Location: Council Chamber

Members: Kirsten Samson, Erika Erlandson, Emma Thomson, Kate DeVito, Elizabeth Ogunrinola, Jessica Quan, David D'Eon, Jason Kovitch, Crystal Lau

1. Call to order:
2. Approval of Agenda
  - motioned by Samson, seconded by Ogunrinowla

3. Women in Leadership

Final topic: Overcome challenges in leadership positions, non-men base

“ focus on the solution, we know the problem “

- March 8, around 7pm

Potential panelists:

- Vicki Mowat
- Speakers from Women in Legislature
- Terry Frank - Golder Associates
- Namarta - past ASSU(?) president
- Deborah - University Relations
- Alaa Murabit - collaboration? (keynote probably)
- Tracy Muggli
  
- Max 5 panelists
- Let panelists know topic ahead of time
- Reach out to panelists
  
- Think about a good moderator

Possible questions:

- What is the biggest gender-related hurdle you've faced? How did you overcome it?
- Do you have any career tips? - eg. asking for a raise/promotion
- Think about some more questions for the next meeting

Panel structure

- Serious questions - throw in some fun/lighter scenarios
- Individual questions - 2-5
- Scenarios - ~5

Introductions, panel, scenarios, networking time

4. Mental Health Program / One day for students (March 6th, 2018)
  - Help line availability/promotion - people need to know about it
  - Promote on Usask Confessions - talk to administrator
  - Text-based support system gaining popularity - free 24-hour service across Canada
  - Awareness campaign - videos - try to mix serious/light-hearted
  - Brainstorm some ideas for One Day for Students mental health initiatives
  
5. Update on Winter Welcome Week
  - BBS (Bring Back Summer!) Tues, Jan 9
    - SA committee to help with decorations

- Karaoke Wed, Jan 10
    - Themes: vintage/retro
    - Prizes for costumes
    - YouTube/Kara-fun(?)
    - Kirsten hosting?
  - Rink in the Bowl - official opening Jan 8
    - Red carpet - borrow or rent
6. Next meeting time & date Monday 1:30~2:30 (bi-weekly)
- Mon, Dec 4th @ 1:30
7. Adjournment

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**University of Saskatchewan Students' Union  
Sustainability Committee**

Date: Jan 22nd, 2018

Time: 2:30pm

Location: 2nd floor meeting room

**Members:** Keana Trudel, Noah Koh-steadman, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau, Kyler Muir, Deena Kapacila, Mack Gill, Robin Steeg

**Present:** Crystal, Robin, Keana, Noah, Matt, Stef

**Absent:** Sydney, Kyler, Deena, Mack

**1. Call to order**

The meeting was called to order at 2:36 PM

**2. Quorum**

Quorum was present

**3. Business**

3.1

Approval of Agenda

- motioned by crystal, seconded by noah

3.2

Approve Fundings

UofS Ducks unlimited chapter update

(Crystal moved to fund Ducks unlimited \$900 upon receipts

-Sydney Seconded. Pass unanimously)

Payment method (Cheques vs Receipts)

- Recommendation from the Exec. team

- To fund 50% of the funding request up to a maximum of \$1500 by cheque, with the remaining available upon receipts
- Keana suggests to set a minimum number that if funding requests are under the 50% does not apply. Crystal suggests a \$250 minimum.
- Mat suggests to only give upfront money to ratified student groups, with others being paid upon receipts
- Optional to do case by case basis (set the standard with this)

Move to change the Sustainability Policy as follows:

- 5.4.1 To be eligible for a direct cheque deposit the applicant must be part of/affiliated with a ratified student group.
- 5.4.2 Cheques will not be given out for amounts less than \$250. These will be payable upon receipt.
- 5.4.3 Cheques will fund up to 50% of the funding request up to a maximum of \$1500

**SCMotion006:** VP Lau/Member Steeg

**Carried**

### 3.3

Winter Sustainability Week

-Show poster Proof

Mat looking into things, then the final copy will be made.

### 3.4

Request for your involvement in "Inspired Green: Sustainability, Spirituality, and Faithful Living in Saskatchewan"

1. A representative on the panel discussion February 28th, 7-9:30 pm
2. A representative, booth, or other promotional presence at the networking period March 1st, 5-9pm
3. Any promotional materials (reusable cutlery sets, etc.) that you might be able to provide to encourage and equip student's pursuit of sustainable living
4. Compost bins (if available)

#### **4. Confirm next meeting time**

-Option A: Alternating meeting schedules (Mondays @1:30)

-Option B: meeting after office hours (Wed @ 430)

#### **5. Adjournment**

The meeting was adjourned at 3:27

**Minutes:**

**University of Saskatchewan Students' Union  
Sustainability Committee**

Date: Jan 16th, 2018

Time: 10AM

Location: 2nd floor meeting room

Keana Trudel, Noah Koh-steadman, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau, Kyler Muir, Deena Kapacila, Mack Gill, Robin Steeg

Present: Sydney, Stef, Crystal, Mitchell, Deena, Mack

Regrets: Noah, Robin, Kyler, Keana, Matt

Call to order:

Approval of Agenda

-Move by Crystal, seconded by Sydney

10am

Approve Fundings

-UofS Ducks unlimited chapter

-Mitchell's presentation

-Started by accidentally hitting the nest and killing 6 eggs

-noticed their habitats, use nesting cones on top of lake (wet or frozen) -hen house

-when the wetland flood, ducklings can just jump into the water - wood duck boxes

-

C- Did not ask for permission to go on Indigenous land

C- funding cannot cover travelling cost

S- More wires instead of Zipties?

M- the rope would rott, and the zipties are cheaper

S-taking out the travel cost

Crystal moved to fund Ducks unlimited \$900 upon receipts

- Sydney Seconded
- Pass unanimously

Other Business

Adjourned at 10:26am

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18			
Abbasim, Aliya	P	P	A	R	P	P	P	P	R	P	P	R			
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P			
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P			
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P			
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P			
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P			
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P			
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P			
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P			
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P			
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P			
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P			
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P			
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P			
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P			
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P			
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P			
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P			
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	NYA	P	P	R	P	R	R			
Gill, Mack	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P			
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P			
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P	R	P			
Shen, Kary	NYA	NYA	NYA	NYA	NYA	NYA	P	P	P	P	R	P			

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
February 1, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – January 25, 2018**
  - 3.2. Executive Committee – January 29, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. The Right Hon. Baby of USSU Chair**
  - 5.2. His Worship, Mayor Charlie Clark**
  - 5.3. Scholarships, Bursaries and Loans Committee debrief (time permitting)**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, January 25, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Brent Kobes, STM  
Christy McPherson, Dentistry  
David D'Eon, President  
Madison Nagel, Education  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Mack Gill, Kinesiology  
Emma Thomson, WCVM  
Brian Trinh, Medicine  
Kiefer Roberts, Indigenous Students  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

Aliya Abbasi, Nursing  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business

**Absent**

**Guest List**

Jaqueline Ottmann, Vice Provost  
Indigenous Engagement  
Emily Michaels  
Jackson Andrews  
Rollin Baldhead  
Winston van Stoveren  
Shawn Neudorf  
Mesa Komarerich  
Erik Carey  
Jacob Reaser

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis, and that learning has taken place on this land for generations before this institution was established.

President D'Eon requested to add 5.1 Moment of Silence and 6.2 Amendment of Bylaw Section 85.

Move to adopt the amended agenda.

**USCMotion080:** President D'Eon/VP Quan

**Carried**

## **2. Introductions**

President D'Eon introduced Emily Michaels, Jackson Andrews, Rolan Baldhead, and Jacob Reaser. He also introduced the Vice Provost Indigenous Engagement, Jacqueline Ottmann.

## **3. Minutes and Reports**

**3.1 USC Minutes – January 18, 2018**

**3.2 Executive Committee – January 22, 2018**

**3.3 Academic Affairs Committee Minutes and Report – November 23, 2017**

**3.11 Student Affairs Committee Minutes and Report – January 17, 2018**

**3.12 Sustainability Committee Minutes and Report – January 22, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion081:** VP Kapacila/Councillor Dumont

Councillor Phillips asked if VP Lau could explain how the Sustainability Fund money is given out to students?

VP Lau stated that the Sustainability Fund was created two years ago. She stated that the Sustainability Committee decides whether or not they will approve funding requests for student groups. After this, they give out half of what they requested for, and the other half is given out when the group provides a receipt. Money is given out up to a maximum of \$1,500.

**Carried**

## **5. Council Address**

**5.1 Moment of Silence**

President D'Eon noted that Councillor Roberts made him aware of a topic of extreme sensitivity, regarding the killing of Colten Boushie. He stated that he recognizes the amount of pain and division that this has caused among communities throughout Saskatchewan. He stated that this it is a hard topic to discuss, but asked Council to pay its respects with a moment of silence for this incident.

## **5.2 Jaqueline Ottmann, Vice Provost Indigenous Engagement**

President D'Eon noted that at the first Council meeting of this academic year, there was a motion passed to have VP Ottmann come and speak to Council about her position with the University.

Move to go into informality for the duration of VP Ottmann's presentation.

**USCMotion082:** President D'Eon/VP Quan

**Carried**

VP Ottmann thanked Council for having her come and speak. She acknowledged that the meeting was taking place on Treaty Six Territory and the Homeland of the Metis. She stated that she is passionate about her work, and that her interest in it stems back before her career in post-secondary education. She stated that she would move through her presentation to give Council an idea about the strategic process that will take place during these upcoming months, related to Indigenization. She stated that we are in the midst of the preparation of a University Plan, and that the plan itself is what is considered the foundational document of the University. This plan propels the Colleges to create their own plans and their own documents. She stated that what drew her to the University of Saskatchewan is this particular process, as unlike the other U-15 plans, the U of S has recognized the importance of the contributions of Indigenous peoples right into the mission statement. She stated that reconciliation is also recognized in the values statement. She stated that she will go over her definitions for indigenization and decolonization, and what her vision for reconciliation looks like.

VP Ottmann stated that when she supervises students completing their dissertations, she has them consider four questions. These four questions will frame her presentation, and they are also important for strategic plans and for considering leadership styles. She explained that she grew up in a small First Nations community, called Fishing Lake First Nation. She explained that this community is made of Salteaux people who are part of the Ojibwa Nation. English was not her first language, and she did not speak English until Kindergarten, as her parents were fluent speakers. Her father was the Chief of their community for over 30 years, and her mom has driven school buses for over 45 years. She stated that she was not able to skip school as someone would talk to her mom.

She stated that she has led many leadership workshops and she encourages people to ask the questions "who am I", "where do I come from", "where am I going", and "what are my responsibilities". She stated that these questions are important to explore as they help people reflect on their experiences, and she noted that these questions are often explored by Indigenous people. She explained that her definition of a leader includes everyone in the room, as anyone making a decision is using leadership skills and people in a circle of

influence are leaders. She stated that a person's circle of influence grows when they have a partner, children, or become a teacher. She asked Council to consider how many teachers have influenced their lives, how many teachers have negatively influenced their lives, and how many teachers they cannot remember? She stated that everyone has this the ability to positively, negatively, and neutrally impact people, and that everyone should consider this when being in a leadership position. She stated that when she was little she wanted to have a positive influence on the people from her community, as well as people from outside her community. She stated that her mission and her goal is to positively influence the lives of both Indigenous and non-Indigenous people on Campus.

She presented the name given to her as a baby, and explained that her name is associated with the kind of thunder that you can feel on the ground. She presented some pictures of her and her daughter. Her vision is for her to uplift people until they surpass herself, which is represented by her daughter outgrowing her. She stated that she has five brothers, and that they are very respectful towards her. She explained that historically Indigenous women have held equal leadership roles in communities. This was taken away by the Indian Act, which forced Indigenous communities to adopt patriarchal structures. She showed pictures of her parents and grandparents who had went to residential schools. She explained that even though her grandmother did not go to a residential school, she was still impacted by it.

She stated that after being a teacher and a principal, she went to graduate school and got her masters and her Ph.D. in 5 years. After this she went and worked at the University of Calgary. She stated that in her experience, education comes down to the notion of "coming to know". She stated that everyone should be familiar with western forms or research, and she noted that there are Indigenous forms of research. She stated that Indigenous research begins with protocol, as in gaining access to community requires with respectful protocol. From here it is important for researchers to be active listeners. She explained that dissemination is a form of storytelling. She stated that she believes that leadership comes down to service with people, done in a good way. This requires being respectful to all people and learning from the patterns of the past, and knowing that your decisions might affect people of the future. She stated everything needs to be done with the community, for the community, and not over the community.

She stated the importance of creating ethical relationality, which will lead to meaningful change for Indigenous people. This requires a strength-based approach, which is called appreciative inquiry. She noted that if we are used to deficit thinking, it takes a lot of effort to shift this into more positive strength-based form of thinking. This change in thinking will alter the affective domain, which are the values, beliefs, and attitudes towards each other. She stated that she believes that indigenization and decolonization go hand in hand, and that they both challenge the status quo. To change it, this requires Indigenous ways of knowing to build and strengthen communities, and recognizing the contributions of Canada's first peoples.

She stated that another question that she gets asked is what will the University look like in five years? She stated the goal is for Indigenous peoples to be recognized in all

content, ways of being, and for them to be respected. The stories told will be vastly different, and embedded in them will be possibility, hope, and strength. Indigenous knowledge will live in programming, curricular, policies, and practices. Indigenous leadership will be secured in governance structures, and role models for everyone will be commonplace at every level. Learning relationships will be richer because of Indigenous methodologies and pedagogies. “Why?” will be replaced with “when?” and “now what?”. Indigenous children will look forward to being agents of change. The University of Saskatchewan will be known as the epicenter of indigenization and reconciliation. She stated that reconciliation is the process of bringing people together and bringing Indigenous people to the table to be part of decisions. She stated that this plan incorporates everyone, and it will service the whole University of Saskatchewan community.

She stated that with the University plan, they have been engaging elders and asking them to think about the principles such as sustainability and creativity, and how these concepts fit into Cree and Michif. She noted that page two of the University plan begins with Cree and Michif words. She explained that this is very unique to the University of Saskatchewan. She stated that the goal is not for only Indigenous people to read these words, but that they could be used by everyone. She stated that all of the Colleges are working on their College Plan, and every college is incorporating the importance of reconciliation and indigenization. The next step will be to incorporate these concepts into the community.

VP Kapacila thanked VP Ottmann for her presentation.

A councillor asked if there was one core message for people to bring back to their constituents, what would that be?

VP Ottmann stated that one core message is that the University of Saskatchewan has made known to Canada and the World that reconciliation is important, and that a national reconciliation forum began here. She stated that the University is leading the way in the area of decolonization and indigenization.

(inaudible dialogue)

VP Ottmann stated that there is a continuum with everything. She stated that J.R. Miller, a retired Historian, spent his career researching various topics with Indigenous people. He stated that Indian and White relations began with mutual benefit. The newcomers had to learn the language and culture of the land in order to participate in economic trade. The treaties are based on peaceful coexistence. She stated it is time for all voices to be heard, and to move again towards peaceful coexistence.

GM Cottrell stated that around 1991 or 1992, the Federation of Saskatchewan Indian Nations put out a detailed report on the future of Aboriginal people in this province. She stated that she remembers numerous conversations around this. She remembers that someone had argued that if we did not bring the Aboriginal people up, the last person

leaving should turn out the lights. She asked VP Ottmann if she believed we have made progress since then?

VP Ottoman stated that when her daughter was in tenth grade at a private school in Alberta, she was the only Indigenous student in the classroom. When they came to the subject of Indigenous people, the teacher asked the students what they knew and what they felt about Indigenous people. As the class went on, her daughter's heart sank, as the words that were being used were "lazy", "drunk", and "savage". Her daughter spoke up and said that that was not the truth. The teacher asked the students to explore how the students came to believe these myths. She stated that these belief systems do influence how we interact with each other, such as whether or not people fear each other. She stated that these beliefs are still very prevalent among non-Indigenous people. She stated that it is time for people to challenge these archetypes. She also stated that Saskatchewan has the highest amount of Indigenous post-secondary students, as compared to the other U-15 institutions. There are also more Indigenous people in leadership positions at this university now. 1 in 10 Indigenous people in Canada live in Saskatchewan, and most of these people are under 25 years old. She stated that Saskatchewan has a responsibility to treat each other and empower these young Indigenous people.

Councillor Roberts thanked VP Ottmann for her presentation.

President D'Eon thanked VP Ottmann for coming to Council to speak, and stated that she was very eloquent with her presentation on this topic.

## **6. Business**

### **6.1 Impeachment**

President D'Eon noted that this is the third time Impeachment has been on the agenda this year, and he assured Council that the Executive has no concerns about this. He stated that they will discuss this further in 6.2. He stated that Councillor MacPherson had missed three out of the past five meetings, so as stated in the Bylaw she is up for Impeachment. He advised Council to vote down the motion.

Move to impeach Councillor MacPherson.

**USCMotion083:** President D'Eon/VP Quan

Councillor MacPherson apologized to Council for missing the meetings. She stated that this is a result of the reality of being in the College of Dentistry. She stated that in the future she will do her best to come to Council as often as possible.

**Defeated**

### **6.2 Amendment to the Bylaw**

President D'Eon stated that this year the Executive pursued getting participation from the historically vacant seats on Council, including Dentistry. He noted that they are happy to have accomplish this; however, the downside to this is that it causes problems with section 85 in the Bylaw. This section stipulates that that Councillors who miss three out of five consecutive meetings must be put up for impeachment. It is difficult for students

in clinical, as these cannot be missed. He stated that this has been an issue for students in professional colleges. The Executive are proposing that Council accepts a Bylaw amendment in the interim that it can be ratified at an AGM. The amendment would stipulate that instead of the impeachment being sent to Council, it would go to the Executive Committee, and they would consider all of the factors.. This would allow this process to be more flexible when working with students' schedules. He stated that the exact wording is "The Executive may, based on a majority vote of the Executive, decide whether an office holder should face the vote of removal based on one of these two conditions".

Move to amend the Bylaw as stated above.

**USCMotion084:** President D'Eon/VP Quan

Councillor Kobes asked if there was a mechanism where if a Councillor was impeached, that they could defend themselves at the next meeting, or if they would have to rely on other Councillors.

President D'Eon stated that if new information comes to light and a decision needs to be reviewed, Council has the ability to review a previous motion. However, the review of the previous motion needs to be initiated by the person who moved the initial motion.

Councillor Phillips asked if the Executive votes to impeach a Councillor, would there be a mechanism that would allow Council to force the Executive to undo the impeachment?

President D'Eon stated that if concerns arise, the Councillors are allowed to raise these concerns at the meeting.

Councillor Samson asked for clarification whether it was true that this amendment would give the Executive the power to decide whether Council voted on the impeachment of a Councillor, and not that the Executive would have the power to impeach Councillors.

President D'Eon stated that this was correct.

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

Councillor Samson announced that on January 26 at Louis', the PSSA will be having a karaoke night. She stated that Councillor Phillips will be hosting, and she invited all of Council to come.

Member Carey stated that it came to his attention that VP Kapacila and President D'Eon endorsed Ryan Meili as a candidate for the New Democrat Party. He stated that he believes that this violates policy as the USSU. He brought up the Executive Protocol Policy, and stated that the second guideline states that Executive members are not

supposed to support outside special interest groups. He stated that as the USSU is supposed to represent all students, he believes that this is not right. He requested that VP Kapacila and President D'Eon retract their endorsement and try and steer the USSU in a more apolitical manner.

Councillor Roberts recommended that they should retract their title from the statement.

VP Lau stated that it was not the USSU Executive who endorsed a political candidate, it was students David D'Eon and Deena Kapacila.

President D'Eon thanked Member Carey for his concerns. He stated that before he became involved, he consulted with the management team, and the ACRO about his rights and abilities to endorse candidates. He stated that he was informed that he had a right to do so, as long as he did not use his title to endorse the candidate. He stated that he was very careful when making the endorsement. He stated he does have his grievances with the Saskatchewan Party, but that he is happy to have a good working relationship with them.

Member Carey clarified that Candidate Meili had used their titles when announcing their endorsements. He again stated that the USSU should remain neutral.

GM Cottrell stated that this is not a new issue. She stated that if Candidate Meili had used their titles, that is on him. The conversation that the management team has with Executive members is that they are free to exercise their democratic rights as enshrined in the Canadian Constitution, and that that trumps all other things. They do ask that the Executive members to differentiate themselves as Canadian citizens as opposed to USSU Executive members.

Councillor Murphy stated that he is thoroughly thrilled with the relationship that the Executive has fostered with the Government, despite the tough times. He encouraged Member Carey to look at the minutes from the meeting from last week with Minister Cox.

Member Carey stated that he supports political affiliation.

President D'Eon thanked Member Carey for his concerns, and stated that the USSU has not and will not endorse any candidate.

Member Baldhead asked what we are doing for community engagement of Indigenous students, that is proactive instead of reactive?

President D'Eon referenced the report on Food Insecurity, and that this requires a reactive approach. He stated that in terms of being proactive with the engagement of Indigenous students, the USSU has worked extensively with the Indigenous Students Affairs Committee, as well as contributing more to Indigenous Achievement Week. He also stated that the USSU works with the Indigenous Students' Council to empower them.

Member Baldhead clarified that he is referring to Indigenous people outside of the student body. He stated that he does have a solution, which is Aboriginal Track and Field (ATF), and all of the proceeds go to Reserve students, and it helps them get into track. He challenged Council to take part in this.

President D'Eon stated that Member Baldhead owes him a drink.

VP Lau stated that she had worked with Parking Services to contribute half of the proceeds of parking tickets to one of the USSU Services. She stated that the USSU Executive team decided on donating the full amount of \$7,500 to the Food Centre. She stated that this will help provide food supplies as well as toiletries.

Councillor Kobes announced that next Wednesday, the Office of Sustainability is hosting their masterplan session in Place Riel from 9-12 pm. He stated that this would be an excellent way for Councillors to get engaged in the plan.

Councillor Murphy stated that the External Affairs Committee is in the middle of their Advocacy Week. He noted that this has been a successful campaign. He also noted that the city has released some consultation sessions regarding issues such as climate change, and also announced a town hall discussion regarding transit, on February 1<sup>st</sup>.

Councillor Roberts stated that on February 8<sup>th</sup> at 9 pm the ISC and the ASC will be hosting the Gala during the Indigenous Achievement Week. He noted that tickets are \$10 for students and \$20 for non-students.

GM Cottrell noted that the USSU now has 307,000 views on the Facebook video of the guy dancing on the rink.

President D'Eon stated that VP Lau suggested having the Council Social at the Rink. They will post about this in the Council Facebook Group.

VP Quan stated that the USSU has collaborated with Huskie Athletics and that they are running a campaign called "Commit to the S". She explained that this is an initiative to get more students out at the games. She invited everyone to come out.

Councillor Gill stated that next Wednesday is the Bell Let's Talk Campaign. He provided some statistics on mental illness. He stated that he wants Council to think of ways to challenge the stigma of mental illness. He suggested being critical of the phrase "committed suicide" as this alludes to committing a crime, as opposed to framing suicide as a health issue. He stated that Council can help by challenging the old ideas that are in place. He stated that they have an obligation to their colleagues and the people they represent, to advocate for proper treatment and better awareness of these issues. He stated that two weeks ago, a family friend committed suicide at the age of 21. He stated that the world needs more love as many people are hurting.

President D'Eon thanked Councillor Gill for raising this issue, and stated that he is brave to talk about this issue. He stated that he is very ready to support this campaign.

A member stated that two thirds of homeless people are homeless because of an untreated mental illness. He also stated that the election for the Sask Party Leadership ends on Saturday.

## **9. Adjournment**

**Executive Meeting**  
**Minutes for January 29, 2018**

**Present:** President D'Eon, VP Kapacila, VP Lau, Jason Ventnor, Sheldon Moellenbeck

**Absent:** VP Quan, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:45 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

President D'Eon stated that Advocacy week went well, and that they received a lot of signatures.

**VP Kapacila:**

**VP Quan:**

USSU Executive Roundtables Jan. 22nd-26th

Ongoing projects

- Undergraduate project symposium - taking place on Feb. 5th
  - Communications requests for material during the event have been made
  - Finalizing judging packages
  - Equipment booking has been made
  - Louis catering has been confirmed
  - Speakers have been confirmed
  - Media request for award ceremony has been made
- Campus legal services
  - Hours for this semester have been set
  - Will begin working on an MOU with CLS mid-February

Weekly tasks

- CFCR - Councillor Kobes recorded an episode
- Academic grievances - received 1 new academic grievance, currently 9 active grievances

Events and meetings

- Scholarships and awards committee meeting
- President's breakfast meeting
- Co-curricular record meeting - PSSA and Department of Political Studies
- Student forum
- Educational systems steering committee
- Co-curricular record steering committee

- Campus legal services meeting
- The Sheaf interview - USSU on Air
- Committed to the S and USSU - men and women's volleyball

**VP Lau:**

Sustainability

Approved of Winter sustainability week poster

Updates in the Sustainability Policy:

To be eligible for a direct cheque deposit the applicant must be part of/affiliated with a ratified student group.

Cheques will not be given out for amounts less than \$250. These will be payable upon receipt.

Cheques will fund up to 50% of the funding request up to a maximum of \$1500

Transition document

Writing transition notes on FMP3 with the Women's and Help Centre

Mental Health Awareness Day

Getting cups

Planning with Elizabeths

Meetings:

International Activities Committee of Council

Study Abroad presentation (Graduate students)

Growth, research enhancement for faculties & students

Blue Print - Internationalization

Sustainability Committee

Two new funding requests

Setting up meeting time for presenters

Met about the Policy changes @ Sustainability Funding

International Students Committee

Did not have enough people for the meeting

Will be communicating via email

Communications:

One Day for Students

Tunnel booking

Others:

Lunch meeting with Stef

Meeting with Alex

#### **4. Business**

##### 4.1 Experience in Excellence Awards

Sheldon Moellenbeck outlined the awards that will be presented at the Experience in Excellence Awards, and explained which awards the Executive pick the winners for.

##### 4.2 Scholarship, Bursary, and Loan Committee Update

President D'Eon reported that the meeting involved going over the new Student Grant Program. He stated that the changes were concerning, specifically that there is one third the amount of non-refundable money being given out to students, and that this does not involve the tuition tax credit. He also stated that when they polled highschool students about considering Universities, financial issues were a relatively low deciding factor. This points to the fact that students and parents have very low financial literacy.

VP Kapacila stated that she has been working with Enactus to address financial literacy.

President D'Eon stated that there is zero indication that the tuition tax credit will ever be reinstated. They said that their rationale for cutting it is that it is an inefficient method of giving money to students. It was created to reduce the barrier to education, which the tuition tax credit is not effective at doing. The statistics stated that one third goes to students, but because of the delayed payment, it does not help students. One third goes to high income parents, and the other third goes to students who are graduate with high earning jobs. He stated that he advocated that there was a purpose for the tuition tax credit, specifically reducing the debt burden on students, and that one third students still relied on this tuition tax credits. He stated that because of the cut of the tuition tax credit, on top of the two-third cut of non-refundable money, there will be an increase in the amount of debt that students have.

VP Kapacila agreed, and stated that the Federal Government also cut the amount of non-refundable money it grants to students.

President D'Eon stated that he would bring a summary of this information to Council, and that they will be using these statistics to lobby the Government. He stated that now students can apply for grants only, instead of grants being given when students apply for students loans. He noted that this was a good change. He stated that the Government argued that the Student Graduate Retention Program was the most successful program and that it was overlapping with the tuition tax credit.

##### 4.3 Club Event Update

VP Kapacila stated that she will send an update about the club events happening, and that she will release it to Council.

#### 4.4 Bell Lets Talk

VP Lau reported that this awareness campaign will be taking place this wednesday. She asked if the Executive wanted to do anything? Peer Health Mentors will be having a table for this campaign.

President D'Eon stated that the Executive should make an official social media post.

VP Kapacila stated that it would be good to have student leaders talk about the mental health issues, to destroy the myth that students do not suffer from mental illness. She stated that she will contact student groups.

They will work on this today and tomorrow.

#### 4.5 Survey

Jason Ventnor stated that the survey has been sent out to the Executive, and that they should let him now if they want anything to change ASAP. He stated that the iPad for the prize will come to \$579 plus tax.

Move to purchase an iPad for the above stated amounts from the Executive Project Funding.  
**EXECMotion028** : President D'Eon/VP Kapacila **Carried**

#### 4.6 Drag Show

Jason Ventnor stated that the Drag show will be on March 2nd at Louis'.

The Executive will perform.

#### 4.7 Domains and SSC

VP Kapacila stated that the Executive needs to have a lunch meeting to discuss the budget, in order for her to work on the Budget. She stated that the USSU owns a domain (ussu.ca/clubs) that redirects to a different page. She asked if we wanted to repurchase the domain.

President D'Eon stated that they should let it lapse as it can be purchased again

VP Kapacila stated that they need to consider if they want to repurchase the SSC domain as well.

President D'Eon stated that they should let it lapse, and put it in the transition notes.

#### 4.8 Impeachment

President D'Eon stated that Aliya Abassi has missed three out of five last meetings. He requested that he will talk to to Councillor Abassi instead of moving it to Council to have a vote for impeachment.

The Executive were in favor of this.

#### 4.9 Huskie Swag

VP Kapacila requested \$300 in money for swag prizes for the Huskie Events. This is going towards buying tshirts. She will send a budget.

Move to take \$300 from the Executive Project Line.

**EXECMotion029:** VP Kapacila/President D'Eon

**Carried**

### **5. Adjournment**

The meeting was adjourned at 11:50 am.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25		
Abbasim, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R		
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P		
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P		
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P		
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P		
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R		
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P		
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P		
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P		
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P		
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P		
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P		
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P		
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P		
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P		
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P		
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P		
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P		
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P		
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P		
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P		
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R		
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R		

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
February 8, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – February 1, 2018**
  - 3.2. Executive Committee – February 5, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Ernie Walker, Wanuskewin**
  - 5.2. Scholarships, Bursaries and Loans Committee debrief (time permitting)**
  - 5.3. Bus Rapid Transit**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, February 1, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Aliya Abbasi, Nursing  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business  
Brent Kobes, STM  
Christy McPherson, Dentistry  
David D'Eon, President  
Madison Nagel, Education  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Aidan Murphy, Arts and Science  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Brian Trinh, Medicine  
Kiefer Roberts, Indigenous Students  
Mason Cameron, Agriculture and Bioresources

**Also Present**

Caroline Cottrell, General Manager  
Scott Hitchings, USC Chair

**Regrets**

**Absent**

**Guest List**

Charlie Clark, Mayor of Saskatoon  
Jordan Sherbino  
Jacob Reaser  
Regan Ratt-Misponas  
Tanner Bayne  
Shaylynn Ermine

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Métis, and that learning has taken place on this land for generations before this institution was established.

Chairperson Hitchings removed 5.1 The Right Hon. Baby of USSU Chair from the Council Address section, and said that it would be tabled to next week.

President D'Eon added 5.2 Report on Sprinklers.

Move to adopt the amended agenda.

**USCMotion084:** President D'Eon/VP Kapacila

**Carried**

## **2. Introductions**

President D'Eon introduced Tanner Bayne, Jacob Reaser, Shaylynn Ermine, and Regan Ratt-Misponas. He welcomed former USSU VP Academic, Jordan Sherbino, and his Worship, Mayor Charlie Clark.

## **3. Minutes and Reports**

**3.1 USC Minutes – January 25, 2018**

**3.2 Executive Committee – January 29, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion085:** President D'Eon/VP Quan

**Carried**

## **5. Council Address**

**5.1 His Worship, Mayor Charlie Clark**

Move to go into informality for Mayor Clark's presentation.

**USCMotion086:** President D'Eon/VP Lau

**Carried**

Mayor Clark thanked Council for the opportunity to come and speak. He stated that he had just spoken with the National President of the Federation of Canadian Municipalities, and Harry Lafond from the Office of the Treaty Commissioner was speaking about the University and the work that is doing with Indigenization. He stated that this work is being noticed, and that the city is going through a similar process, and that they want to work towards a better treaty relationship. He stated that is nice to be at this meeting with Jordan Sherbino, as he has been important for building the Memorandum of Understanding with the University, as he has worked at the University.

He stated he has been having interesting conversations on local, national, and international levels, about how cities are changing. He stated that cities are where problems are addressed, such as climate change, new transportation. Cities are places where society comes together, and people learn to live together, and not have polarization. He noted that our economy is changing, and that we are moving towards a global economy. He stated that the city is figuring out how to address this new issue, in order to ensure that there are enough opportunities for everyone. He stated that in the last two years, there has been a 600% increase in hate speech online, and in Canada, there has been a 16% increase in hate crimes. They are trying to address the increase polarization, and the new dynamic of how people communicate via social media in these days. At an international conference, with leaders from all over the world, it was discussed how these issues need to be addressed at the city level. He stated that City Council does not know how to address all of these issues, but that it is important for everyone to work together to figure out the way to move forward. He stated that student leaders are important for answering these questions. He stated that there is research being done, and initiatives under way that are focused on addressing and solving problems, that are taking place at the University of Saskatchewan. He gave the example of producing non-animal protein through chick peas and lentils, which will address food security issues as the population grows. He stated that there is another tech company that is focused on making computers faster, and that a majority of its employees are U of S graduates. He argued that our conversations regarding Reconciliation, have not been tackled well by other cities, and that this is an area, with hard work, that can be implemented in a meaningful way in our city.

He stated that the other day he went to the Saskatoon Correctional Facility and had a conversation with some of the inmates. He stated that our city has a lot of work to do to address the incarceration rates, because the way the system is working now is stupid. He explained that when he went and visited, there were a group of people who were going to be released. He asked them how they felt about this, and that a number of them were more worried about being released than about being staying in. He stated that inmates are given a bus ticket when they are released and that is it. They also have difficulties booking appointments with social workers, which makes it difficult to get income after being released. He stated that he thinks that it is insane that this is the system that we have in 2018.

He stated that he is happy to talk about transit, and to take questions.

Councillor Koh-Steadman thanked Mayor Clark for his speech. He asked what are some of the ideas moving forward of how to address the incarceration issue that he had spoken about?

Mayor Clark responded that he was involved in the Homeless Plan and Initiative, which is a program that tries to recognize that the way that homelessness has been addressed in the past is backwards and stupid. Many homeless people face significant struggles when trying to acquire shelter, and past policy was founded on the idea that homeless people

must address their addictions first before getting housing. This initiative's philosophy is that housing is a foundational piece for people to be able to deal with other problems of life. He stated that there needs to be case management, and the barriers to getting housing need to be addressed. He stated that the Correctional Facility releases three inmates a day, and that it is ridiculous that there is not a strategy in place that involves working with the released inmates to help them acquire housing. Chief Arcand is working on initiatives, such as getting Elders in the facility. They are working on initiatives to reduce recidivism. He noted that this benefits the community, as less people reoffending helps the community as a whole.

VP Quan stated that the city has a HIV and Aids Crisis. She asked what measures is the city taking to address this, and where is the city at with safe injection sites?

Mayor Clark stated that there is a group working on some Harm Reduction Initiatives, and that the regulations have been made easier at the Federal level, but that the province has stated that they do not want safe injection sites. He stated that he believes safe injection sites are not a way to fix the problem, but are more of a harm mitigation service. He stated that there will be obstacles to making this into a reality, including a battle with the Provincial Government. He stated that the HIV statistic is shameful, as other provinces have reduced their rates, whereas Saskatchewan's rate has gotten worst. They are working with the Tribal Council and AIDS Saskatoon to make this issue better. He stated that there needs to be better coordination between these agencies.

Member Ratt-Misponas thanked Mayor Clark for meeting with Student Council. He stated that he is honoured to hear that the city is moving towards a fairer system in the city, that involves Indigenous people at the table. He asked about the new appointment of the Police Chief for Saskatoon. He stated that this city has a tainted history, with cases involving Neil Stonechild and Missing and Murdered Indigenous Women. He asked what is the city going to do, and what are Chief Cooper's plans in terms of creating a safer Saskatoon for some of the most vulnerable people?

Mayor Clark thanked Member Ratt-Misponas for his statement. He stated that because 60% of police work involves working with Indigenous communities, that it is fundamental that there is a reflective and humble Chief who recognizes that there is still a lot of work to be done. He stated that one of the issues around Reconciliation is the Police. He stated that Troy Cooper's background is being a Police Officer from Prince Albert, and that he has worked extensively on cases involving Missing and Murdered Indigenous Women. He stated that Cooper's references had advocated that Cooper's role in these cases were authentic. He stated that what they need to continue to do is to create the culture with the police force, to emphasize that they are there to help people, and not to treat people with hostility and suspicion. He stated that there is still room for the police to think of their jobs as relationship building. He stated that Chief Cooper has said that they are not going to arrest their way out of crime, and that it is important to think of the police force as being on the continuum of healthcare services.

Councillor Murphy thanked Mayor Clark for his words and his willingness to collaborate with different groups. He stated that many community-based organizations tend to feel the gaps that we have in regard to healthcare, and that many of them have faced funding issues, and that they are struggling. He asked in terms of funding and resource matching, what can be done, and what is the municipal government trying to do to address this?

Mayor Clark stated that the city has some funding relationships with some of the organizations, but that the city is just a small part of the funding equation. He stated that there is money being spent, but that it is not necessarily leading to outcomes. He stated that they need to spend better money in more efficient ways. This could involve tying services together that are already being funded. He noted that every person that we keep out of a jail cell for a year, saves the Province \$100,000. He stated that if they want to address this problem, there needs to be a paradigm shift. He noted that the University could help here with the paradigm shift.

Councillor Samson asked for Mayor Clark to brief Council about what is happening with the Transit Plan, specifically the Place Riel Terminal.

Mayor Clark stated that he had not been briefed about the Transit Plan before this meeting. He stated that they are leveraging money from the Provincial Government to make the transit system better. He stated that it is important to invest in transit as it can be accessed by people from all across the city, and to attract more people to start using the transit system. He stated that in order to make transit a more competitive experience as compared to driving, they need to have more frequent buses in key areas. He stated that the Place Riel Terminal adds time onto the travel times for people not coming to the University. He stated that they would be getting rid of the transit terminals.

VP Kapacila stated that transit is under her portfolio. She stated that one critique she has for the City is that consultations have been done incredibly poorly. She stated that she has only been engaged once over email. She stated that this is frustrating, as 75% of transit riderships are students. She stated that she appreciates the city trying to grow the ridership, but that it is difficult for students to embrace a plan and embrace the city, when they have not been consulted. She stated that she has been invited to one meeting that involved other stakeholders, but that she had been hoping for direct consultation due to the \$2 million cheque that the USSU gives to the Transit every year.

Mayor Clark asked what would be the best way to get input from students?

VP Kapacila stated that when looking at a plan, such as the transit plan, it is important to get as much student input as possible. She suggested a survey, and face-to-face consultations.

Mayor Clark stated that he is disappointed to hear that the consultation has been poor. He stated that it is true that it is important for them to engage the 17,000 students. He stated that he will make sure to discuss this with the staff tomorrow.

Councillor Roberts asked if the Correctional Facility is considering expanding due to the high incarceration rates?

Mayor Clark stated that he is not an expert on their plan. He noted that 50% of the people in the facility were in there on remand, as they had not been sentenced yet. He stated that this shows is that there are problems with the process, and that it is not working. He stated that building more jails is expensive. He stated that he believes that there is a growing recognition that this needs to change, and that the Tribal Council is getting engaged in the conversation.

Councillor Phillips noted that Mayor Clark had campaigned on growing the city up instead of out. She asked what demographics does he see involved in this conversation, and if they are considering low income housing in the core of the city, as well as near the university for students and low-income families?

Mayor Clark stated that it has been a long process of changing people's ideas of what our city should look like, and that growing out requires very expensive infrastructure. He stated that it is very hard to change the culture of growing out. He noted that it is more expensive to live in the centre of the city, as opposed to on the outskirts, and the City is working to change this. He stated that they need to mix the price range of housing, to avoid ghettoization of certain areas. They are working on reducing the barriers to building downtown, and creating the zoning and conditions for there to be mixed price range housing. He stated that the MoU with the University ensures that they will consider how they can make housing more affordable for students.

Councillor Heintz stated that he did a study two years ago looking at entrepreneurship in Saskatchewan, and he stated that small businesses are the backbone of our province. He noted that recently there is a collaboration centre downtown, and also one in Edwards, and he asked if there are any more plans to help small businesses and start-ups?

Mayor Clark stated that it is clear in this economy that it is important to support new and innovative ideas. He stated that he has met with both Ideas Inc., and Collabs, which are companies that help start-up projects in the city. He stated that he was in a meeting today with various stakeholders about social enterprise, and how to support companies and to create and identify the barriers of entering into the job market. He agreed that small and medium sized businesses are critical to helping the city have a strong and diversified economy, and that they need to work with various stakeholders to create strong networks. He noted that Saskatchewan has the lowest business tax in the Country.

VP Quan stated that she had Mayor Clark on the USSU Radio Show, and that he had confirmed that Saskatoon is getting Uber. She asked where are we at with this?

Mayor Clark stated that the Provincial Government is passing the Legislation to allow Uber to happen. He stated that the City is now preparing the local regulations that would allow Uber to work. He stated that the benefit of Uber is that it is convenient, and the risk of Uber is that it is a company in massive debt, and has had some issues in other cities

involving workforce issues. He stated that he does not want to change the whole local model, for a company that could backfire. He stated that they need to make a plan that makes sure there is transportation available in the long term. He stated that he is worried about the ability for people to making living wages. He stated that this is a complex issue with many different factors that all need to be taken into account.

Councillor Kobes stated that climate change is a concerning issue, and that Saskatoon has a carbon-based economy. He asked what the cities plan are for lowering the carbon emissions in the future?

Mayor Clark stated that they have set targets of reducing the emissions by 80% of what the 2014 carbon emissions were, by 2050. There are interim targets as well. He stated that they are looking at alternative energy options. He wants the city to design buildings that are much more energy efficient. They are working towards making better support for energy efficient transportation. This will require cultural change.

A councillor asked if there were any updates on the Hydro Project?

Mayor Clark responded that they have signed a MoU with the Tribal Council so they are now looking at the next stage of analysis on this project. He stated that a key component is getting a deal with SaskPower to make this a reality. He stated that if this does not work, they will build more solar panels as they costs less money.

Councillor Roberts asked if there is any talk of changing the parking situation around the University?

Mayor Clark stated that the problem is that in recent years, parking has increased in these neighbourhoods, due to factors such as the new Children's Hospital. This means that people who live in these areas have difficulties parking near their houses. He stated that the answer will have to be other parking options or transit, as he only sees the parking regulations in these areas becoming more strict

President D'Eon asked if crokicurl is worth it?

Mayor Clark stated that it is fun.

President D'Eon stated that he was alarmed by the increase in hate speech. He asked what roles does Mayor Clark see the city playing in combating this?

Mayor Clark stated that he would be interest in Council's input on this. He stated that it is important for people to get to know their community members and the importance of being humble. He stated that it is important for the city to recognize that diversity is a strong component of cities. He stated that Reconciliation is an important part for the city to define how we are stronger together.

VP Quan asked what are the City's plans for the legalization of marijuana?

Mayor Clark responded that there are going to be seven outlets in the city, and that there might be additional outlets on First Nation reserves. The City is working on the regulations on where the outlets are allowed to be located.

A member stated that the Liberal Caucus had been having conversations about the decriminalization of possession and consumption of other drugs. He asked in Mayor Clark's experience, what impact might these policies have on Canada and Saskatoon?

Mayor Clark stated that he believes that addiction needs to be seen as a health problem and not a criminal problem. He noted that a former cop is doing an awareness program, and is raising awareness that the majority of people using opioids are dealing with trauma, and that locking them up will not solve any issues. He stated that he is open to these conversations, but that our province is still quite conservative. He noted that it is important to build policies on what works, instead of on public opinion.

VP Lau asked if the city would put money towards funding student projects that are working on sustainable initiatives, and who should the students contact? There is one student group who is looking at creating a solar panel farm on campus.

Mayor Clark stated that the MoU is supposed to get city and university administrators to work together more. He stated that he does not have an answer, but he believes that Brenda Wallace from the City of Saskatoon would be the person that they should contact. She is the manager for Sustainable Initiatives.

President D'Eon thanked Mayor Clark for coming to Council.

Council took a recess.

President D'Eon stated that the agenda needs to be amended to move the Report on the Sprinklers to under Business.

Move to move Report on Sprinklers to Business.

**USCMotion087:** President D'Eon/VP Quan

**Carried**

## **6. Business**

### **6.1 Report on Sprinklers**

GM Cottrell reported that back in the fall, Stefanie Ewen had talked to Council about the Fire Suppression Assessment that had been done in the MUB.

**Please see Appendix for report.**

She reminded Council that only Council can decide to take money out of the Infrastructure Fund, and that Council does not need to approve this expenditure. If they did not approve it, it would come out of the operating budget.

Councillor Murphy asked if they could receive a copy of the report?

GM Cottrell stated that a copy of the report will be included in the minutes.

Councillor Heintz asked who was the contractor who handled the project in 2002?

GM Cottrell stated that she does not know who it was, but that she could find an answer. She stated that it was not Strata Development.

Move to approve the expenditure of \$22,908.48 plus tax from the Infrastructure Fund, for the Sprinkler systems.

**USCMotion088:** President D'Eon/VP Quan

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

President D'Eon stated that there was a Council social taking place that night. He stated that the Indigenous Student Affairs Committee has put together an Indigenous Student Panel, which will take place on Tuesday, February 6 as a part of Indigenous Achievement Week.

VP Kapacila stated that she went to the Faith Leaders Council, and stated that anyone interested should contact her.

Councillor Kobes asked President D'Eon why it was decided not to keep the domain for the SSC?

President D'Eon stated that they are not getting rid of the domain, but that they are no longer creating a budget line to cover the cost, as technically it is a shared domain among different Universities.

VP Quan reminded Council that the Undergraduate Project Symposium is taking place on Monday, February 5.

Councillor Gill recommended that the Council creates an Ad Hoc Committee called the uSask Inclusivity Committee.

VP Lau stated that the Student Affairs Committee is working on Mental Health Initiatives and that he would be welcome to come to their meetings.

Councillor Roberts stated that the Indigenous Students' Council is hosting the Indigenous Achievement Week Gala, and that is taking place on Thursday, February 8. It will be catered and tickets are \$10 for students.

Councillor Samson stated that she believes that the USSU should move towards making a meaningful impact on mental health issues, and she stated that they should make a committee that solely addresses mental health.

President D'Eon suggested that Councillor Gill and Councillor Samson meet with him to talk about this issue.

Councillor Murphy asked that they bring back the decision to Council.

Member Ratt-Misponas stated that there will also be a Roundance taking place on Friday February 9, which will be open to everyone. He invited all of Council and their constituents to come to it. There will also be an Arts Festival taking place on February 6. He stated that this week was started by Indigenous Students.

## **9. Adjournment**

## Appendix

### MUB Sprinkler/Fire Safety Deficiencies

The Memorial Union Building had an annual inspection done in 2017 on the entire building sprinkler system.

The sprinkler technician noted many deficiencies and the majority of these deficiencies were back from a 2002 renovation project in Louis'. The sprinkler technician has been on campus for a few years now and he has been going to each individual building to conduct an inspection. These are very thorough and time consuming reports. A couple of years ago, the USSU approached Council in regards to Place Riel. This year is now turn for the Memorial Union Building.

In total, the deficiencies cost \$22,908.48 for the Memorial Union Building. Sprinkler heads were painted over and most needed replacing, some needed to be re-spaced, etc. We were able to minimize the impact by doing all Louis' repairs during the Louis' 2017 spring renovation, as it was closed for that renovation anyway. We shut down the sprinkler system and U of S FMD did all the noted repairs.

This total also includes the alteration of fire hose cabinets to become fire extinguisher cabinets as per the City of Saskatoon Fire Marshall. Back in 2002, during the same renovation as mentioned above, the project did not properly decommission the fire hose cabinets. I did my due diligence and followed up with the City of Saskatoon in regards to the building permit taken out at that time for the project. There were 4 fire hose cabinets missed in the decommissioning. These deficiencies were separately noted by the Fire Marshall from the inspection and because the cabinets also have to do with Fire Safety, we did all repairs simultaneously. The alterations of the fire extinguisher cabinets have been approved by the City of Saskatoon Fire Marshall. The fire hose cabinets did take the longest to resolve, but are now complete.

Because these are building systems, I believe this should be under **Infrastructure funds** and not Operating funds. We are keeping our buildings updated, up to current code, and maintained for the safety and well being of all building users.

<b>Sprinkler/Fire Suppression Deficiencies - Memorial Union</b>				
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<b>Building</b>				
<b>Presented to Council: February 1, 2018</b>				
<b>Request to have all costs be approved under Infrastructure funding</b>				
(Currently it is sitting in prepaids 000-1300-00)				
Facilities Management Division	\$9,871.49	Invoice #FF592812	Dated: May 31/17	
(FMD)	\$9,417.32	Invoice #FF595724	Dated: June 30/17	
	\$2,217.68	Invoice #FF598868	Dated: July 28/17	
	-\$7.11	Invoice #FF598590	Dated: July 28/17	Credit
	\$151.54	Invoice #FF602270	Dated: Aug 31/17	
	\$303.08	Invoice #FF607017	Dated: Oct 31/17	
	\$75.77	Invoice #FF607492	Dated: Oct 31/17	
	\$77.13	Invoice#FF6074 93	Dated: Oct 31/17	
	\$795.58	Invoice #FF610148	Dated: Nov 31/17	
	<b>\$22,902.48</b>	<b>plus GST</b>		



**Executive Meeting  
Minutes for February 5, 2018**

**Present:** President D'Eon, VP Kapacila, VP Lau, GM Cottrell

**Absent:** VP Quan

**1. Call to order**

The meeting was called to order at 10:28 pm.

**2. Quorum**

Quorum was present.

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila:**

**VP Quan:**

USSU Exec Roundtables Jan. 29th - Feb. 2nd

Ongoing projects

- Undergraduate project symposium - tying up and finalizing last-minute details
- Campus legal services - submitted a communications request for a promotional campaign

Weekly tasks

- CFCR - Councillor Kobes recorded an episode
- Academic grievances - no new grievances, currently 8 active grievances

Meetings and events

- TLARC teaching evaluation meeting
- TLARC - teaching learning and academic resources committee meeting
- Undergraduate project symposium planning committee (x2)
- APC - academic programming committee
- Academic affairs committee meeting
- On Campus News interview

**VP Lau:**

**4. Business**

**4.1 Association of Constituency Presidents**

President D'Eon stated that the next AOCPP meeting will be on the Thursday, February 15. He is going to invite the Sheaf to attend. Council will be cancelled on this day,

VP Kapacila will order catering for the event.

GM Cottrell asked that they talk about the Councillor nomination meeting and elections.

President D'Eon stated that he would give an update on the Tuition Consultation process.

VP Kapacila recommended advertising the Saskatchewan Student Coalition Budget Rally.

VP Kapacila asked that she give a Transit Update at this upcoming Council. She also stated that she will briefly mention risk management at the AOC meeting.

President D'Eon suggested that they start the AOC meeting with a debrief of what the USSU has done this year.

#### 4.2 University Council

President D'Eon stated that there will be another report coming up. He will bring forward some of the information from the Scholarship, Bursary and Grant Committee.

**The report is attached.**

#### 4.3 Review of Council Committees

GM Cottrell stated that before the end of their term, the Executive should reconsider the current committees. She stated that we should take some time to review them, and see how effective they are, and how they can change them.

President D'Eon stated that he believes that the committees are working better this year.

GM Cottrell stated that is important to examine if the committees are in the best form, and gave the example of possibly breaking the Student Affairs Committee into different separate committees. She stated that although this requires a Bylaw amendment, that the Executive should explore this.

#### 4.4 Sticky Notes at Women in Leadership Event

VP Lau stated that the Student Affairs Committee is hosting the Women in Leadership Event, and that they will need a lot of sticky notes for this event. She is going to order different sticky notes. She asked what budget line this should come from?

VP Kapacila stated that she should get the cost for them, and then bring it to the next Executive Committee.

#### 4.5 Ad Hoc Mental Health Committee

VP Lau stated that the Executive could make a Mental Health Ad Hoc Committee, or that they could have the Student Affairs Committee handle it.

President D'Eon stated that starting a committee at this time might not be that effective with two months left of the term. He suggested meeting with Councillor Gill and Councillor Samson and discussing what they want to see the USSU do in terms of addressing Mental Health.

GM Cottrell agreed that it would be difficult to have a functional committee erected at this time, and that they should utilize the current committees and structures to address mental health awareness.

#### 4.6 Joint Publication

President D'Eon stated that the Canadian Alliance of Student Associations (CASA) works to create different student coalitions, and they do an annual publication addressing different student issues. He stated that this year, the publication will be either about Open Education Resources, or Sexual Assault Awareness.

GM Cottrell noted that the USSU is not a CASA member, because the member fee is \$55,000.

President D'Eon stated that the only reason he is involved in this is because he is the Chair of the SSC.

### **5. Adjournment**

The meeting was adjourned at 11:07 am.

## University Council February Report

At the end of January, President D'Eon was invited to attend the Scholarship, Bursaries, and Loans committee run by the Ministry of Advanced Education. There are changes to the grants that are given out to students which we find very favourable, such as an increase in income cut-offs, a switch from tiered to progressive distribution, relaxations of income reporting, and the possibility to receive grants without accessing student loans. However, President D'Eon noted a significant decrease in non-refundable monies being given to students - one third of the amounts in the previous two years. This - alongside the cut of the tuition tax credit - means that we are anticipating a large increase in student debt burdens in the medium- and long-term.

VP Quan is intending to propose to her university committees the possibility of expanding the reach of blind grading as a process. Blind grading is when students submit assignments and exams under their student number, or through means that don't disclose their identity. The reasoning behind this practice is to help eliminate bias in grading. This practice has already been applied in the College of Law for numerous years, and some instructors have taken on this practice on their own accord, but VP Quan is looking at potential ways to make this practice universal.

The Undergraduate Project Symposium took place February 5th in North Concourse, and included awards from the Remai Modern, the City of Saskatoon, the President's Office, and the office of Jackie Ottman. We were very pleased with the reception and turnout of the event, as it showcases a small fraction of the incredible research that Undergraduates are engaged with on this campus.

This January, Student Council welcomed His Worship Mayor Charlie Clark, the U of S' own Vice-Provost Indigenous Engagement Jackie Ottman, and then-Minister of Advanced Education Herb Cox. The conversations were all very constructive, and touched on many topics of interest for our constituents, including bus rapid transit, student financial supports, and Indigenization and social justice.

The USSU elections season is almost underway. A mandatory meeting for any person running for student council is on February 26th at 4pm in the Roy Romanow Meeting Chamber, and for Executive positions, the orientation takes place February 27th at 4pm in the Roy Romanow Meeting Chamber.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25	Feb. 1	
Abbasi, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R	P	
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P	P	
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P	P	
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P	P	
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R	P	
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P	P	
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P	P	
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P	P	
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P	P	
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P	P	
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P	P	
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P	P	
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P	P	
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
March 1, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes - February 8, 2018**
  - 3.2. Executive Committee - February 26, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report – February 12, 2018**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Alumni Association**
  - 5.2. Councillor Attendance and Responsibilities**
  - 5.3. USSU Budget**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, February 8, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Aliya Abbasi, Nursing  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business  
Brent Kobes, STM  
Christy McPherson, Dentistry  
David D'Eon, President  
Madison Nagel, Education  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Darcy Dumont, Law  
Erika Erlandson, Engineering  
Noah Koh-Steadman, Engineering  
Mack Gill, Kinesiology  
Emma Thomson, WCV  
Brian Trinh, Medicine  
Kiefer Roberts, Indigenous Students  
Mason Cameron, Agriculture and Bioresources

**Regrets**

Aidan Murphy, Arts and Science  
Madison Nagel, Education

**Absent**

**Guest List**

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

VP Quan stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis. She recognized that learning took place on this land prior to the establishment of this institution.

President D'Eon requested to add 5.4 Update on Student Mental Health.

Move to adopt the amended agenda.

**USCMotion089:** President D'Eon/VP Kapacila

**Carried**

## **2. Introductions**

President D'Eon noted that GM Cottrell is away sick. He welcomed Jacob Reaser to Council, and Jessica Klassen-Wright from the Sheaf.

## **3. Minutes and Reports**

**3.1 USC Minutes – February 1, 2018**

**3.2 Executive Committee – February 5, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion090:** Councillor Kobes/Councillor Samson

**Carried**

## **5. Council Address**

**5.1 Ernie Walker, Wanuskewin**

VP Kapacila stated that Dr. Walker could not make it to this meeting as he is busy with forensic work. She noted that he would be coming to Council in March to talk about the work he does. She stated that Dr. Walker got his BA, Master's and Ph.D. all from the University of Saskatchewan. After moving to Texas to become a professor, he returned to Saskatchewan to do work at Wanuskewin, and she noted that he was an integral part of founding Wanuskewin. He is currently working on making Wanuskewin a World Heritage Site. He is looking to create the Wanuskewin Institute to allow for more experiential learning opportunities at the University.

**5.2 Scholarships, Bursaries and Loans Committee debrief (time permitting)**

President D'Eon stated that he attended the SBLC meeting in Regina a couple weeks ago. He stated that non-refundable money granted to students has been cut to one-third what it was at last year. This is not including the tuition tax credit cut. This money has not reallocated, it is simply gone. There were no significant changes to refundable money

given out to students. He noted that the grant programs, which funds students from lower income situations, is being improved. One improvement is that they are moving to a progressive model, as opposed to a tiered model. Income thresholds have been increased, which makes accessing funds easier for students who were previously not eligible for funding. Income reporting has become simpler, so students will no longer have to guess how much money they will make throughout the year. Exceptions for financial hardships or family breakdowns are easier to access now. Another change is that students are allowed to apply for grants only, instead of also having to apply for student loans.

Councillor Samson asked if President D'Eon could clarify what increasing income thresholds means?

President D'Eon stated that income thresholds is the level that your family, or yourself earns that results in a cut off for being allowed to receive grants.

### **5.3 Bus Rapid Transit**

VP Kapacila stated that Councillor Kobes and she had attended a BRT meeting. She stated that the two BRT routes that they are most concerned about are on Munroe and College. She explained that BRT means that there will be certain routes with buses that come every ten minutes. She explained that on the current Transit system, the bus pulls up to the curb to let students get off, which will not be how the new system operates. The new system will use a platform that will be on the middle of the road. She stated that this is better for pedestrian flow, as pedestrians will only need to cross one side of the street. She also noted that there were some changes to the periphery routes. She stated that Councillor Kobes had made it clear at the BRT meeting that the Evergreen routes are not sufficiently accessible to students. She stated that the city is also exploring Park and Ride places. She will be meeting with the University to discuss the possibility of the Merlis Belsher Rink Parking Lot being a Park and Ride location. She stated that the amount of bus stops will be reduced, but that the buses will come more frequently. She noted that some of the grievances that she and Councillor Kobes have are with the University, as they are looking to build a pedestrian overpass on Cumberland and College. They are also concerned with the safety of the new transit terminal on College Drive, as it will be less secure than the one at Place Riel. She will be meeting with University Administration to discuss how to make this safer.

Councillor Trudel asked if they would be considering removing the trees and the foliage on the pathway to the College and Cumberland intersection, in order to make the path more secure?

VP Kapacila stated that she has not had conversations about this, but that she would prefer to see the landscape change a little in order to keep students safe.

Councillor Koh-Steadman asked if VP Kapacila knows what the city is planning to do with running ways?

VP Kapacila stated that they are calling them platforms, and that they will be in the centre of the street on College. The running ways on Broadway will be on the side of the street. She also noted that there will be new technology implemented that will give buses the ability to change the lights to green.

Councillor Abbasi asked if they have done anything to address how the tracking app for transit is not efficient?

VP Kapacila stated that there will be platform screens which will show the frequencies of the buses.

Councillor McMillan asked if the ten-minute frequency is 24/7 or if it is only during peak hours?

VP Kapacila stated that it would be only for Monday to Friday during peak hours, and then reduced services on weekends.

Councillor McMillan asked what is new about the upgraded bus stops?

VP Kapacila stated that the bus stops will use residual heat, which is more efficient. The shelter will not be heated all the time, but it will have the option for students to push a button to heat their face.

Councillor Koh-Steadman asked if there was any talk about the awkward fare processing?

VP Kapacila stated that this is still up in the air. She noted that Transit is switching the system from stickers to cards. This would allow for students to have their bus pass on their card, as opposed to a sticker on their card.

Member Klassen-Wright asked if they had shown how big the platforms would be?

VP Kapacila stated that Transit believes the platforms will be big enough as the buses will be more frequent. She noted however that there are certain times when the buses are more busy, such as before 8:30 am classes. She said that they had not reported the dimensions of the platforms.

Councillor Heintz asked if the University came out with plans for what they are going to do with the Place Riel transit terminal?

VP Kapacila stated that she will be asking this when she meets with University Administration. She noted that they the University had been talking about opening it up to traffic, which would raise safety concerns.

Councillor Phillips asked if there was a date for when this project will begin?

VP Kapacila stated that this entire project is depending on Federal Infrastructure funding. She stated that they want to have it done as soon as possible. She stated that this is a billion-dollar project, and that the City will depend on the Federal Government to fund this.

#### **5.4 Update on Student Mental Health**

VP Lau stated that she has consulted with the Executive and some Councillors, and they have decided that creating an Ad-Hoc Committee on Mental Health would not be effective at the current time. She stated that the Student Affairs Committee will continue working on this, and she welcomed all Councillors to attend these meetings. She stated that the Mental Health Programming and Services have been updated this year, and that she hopes that Peter Hedley will be available to come and speak to Council about this.

### **6. Business**

#### **7. Any Other Business**

#### **8. Questions, Comments, and Announcements**

VP Kapacila reported that the University of Saskatchewan was rated 15<sup>th</sup> out the U-15 institutions in Canada on the MacLean's list. She stated that we have moved down three points in student satisfaction. She stated that the University is creating working groups to address the decrease in student satisfaction, and that the Executive will sit on these committees. She stated that the U of S came in first in the amount that the Province pays per student.

Councillor Heintz asked what VP Kapacila meant by "three points"?

(inaudible dialogue)

Councillor Phillips asked if it was correct if there was no Council next week?

President D'Eon stated that this was correct, as the Association of Constituency President's meeting will be taking place on the next Thursday.

Councillor Phillips stated that on February 15<sup>th</sup>, the Arts and Science Students' Union is hosting a trivia night at Louis', and it is free entry. She also announced that on Wednesday, February 28, the Political Science Students' Association will be hosting an Indigenous Students Panel in coordination with the ISC, and it will be taking place at the Gordon Oakes Red Bear Student Centre at 6 pm.

Councillor Trudel stated that the Agriculture Student Association has a lot of events coming up, including the Bed Push. They currently have \$4,000 raised for this. She stated that on February 27<sup>th</sup>, there will be a Car Smash event, where students can pay money to hit a car with a hammer. This money will be going to Telemiracle.

Councillor Cameron stated that the ASA is hosting an Executive Auction on March 1<sup>st</sup>. They are auctioning off their Executive to raise money for Telemiracle.

Councillor Kobes stated that on the February 27<sup>th</sup>, the St. Thomas More Students' Union will be holding their annual John Thompson Lecture Series, and he invited everyone to attend it.

VP Kapacila stated that the last Commit to the S Huskie Event will be taking place the next day.

VP Lau reported that on February 25<sup>th</sup>, the Alumni Association will be having an event on the rink in the bowl. She invited Council to come to this event and stated that it will be taking place between 2 pm and 4 pm. She also stated that the Gala for the Indigenous Achievement Week is currently underway.

Councillor Abbasi stated that on February 14<sup>th</sup> she will be going to the Children Pediatric Unit to hand out Valentine's Day Cards. She invited Council to come and make cards in Health Science.

President D'Eon stated that on February 27<sup>th</sup> at 4 pm, there is a mandatory meeting for people who want to run for the USSU Executive. He stated that all of the Executive members have agreed to take out people interested in their positions for coffee. He announced that on March 3, he invited Council to come and take part in the challenge put forward by the ITEP President Rollin Baldhead, to do the 10<sup>th</sup> Annual Aboriginal Track and Field Championship. He stated that he needs three other team members. He asked for any interested Councillors to contact himself.

VP Quan stated that the 6<sup>th</sup> Annual Undergraduate Project Symposium was a big success.

## **9. Adjournment**

**Executive Meeting  
Minutes for February 26, 2018**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 10:36 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

President D'Eon stated that he had a meeting with Patti McDougall about the comments made on uSask Confessions. She will be in contact with them to discuss how they monitor their posts. The USSU has a Free Speech Policy to which we must adhere.

January 29, 2018

Projects:

- Advocacy Week tabling took up most of my time. Over 450 signatures!
- Attended Scholarships, Bursaries, and Loans committee meeting
- New GSA UPass agreement agreed on; awaiting signing
- Setting up Indigenous Student Leadership panel
- Amended bylaws to reflect challenges of councillors from professional colleges

Meetings:

- Scholarships, Bursaries, and Loans committee
- CFCR USSU On-Air
- Exec Meeting re: Parking funds
- Student Forum
- Graeme Joseph, ASC
- Ziad Ghaith, GSA President
- Leigh Thomas

Communications:

- Patti McDougall
- Jamie Miley
- Peter Demkiw
- Graeme Joseph
- Kiefer Roberts
- Feather Pewapisconias
- Jared Brown
- Jack Saddleback

Events:

- ADVOCACY WEEK!!

February 5, 2018

#### Projects:

- Finalizing details and advertising for Indigenous Student Leadership Panel
- Begun setup for final AOCPC meeting
- Setting up meetings for SSC; reading over Shared Perspectives briefs and prepping to bring it to SSC
- Slower week than usual; took some time off to recover from January

#### Meetings:

- Dailene from HR
- Joint Liaison meeting re: Head Lease
- Rollin Baldhead, ITEP SA President
- Michelle Prytula, Dean of Education

#### Communications:

- Jared Brown
- Jack Saddleback
- Feather Pewapisconias
- Darlene Okemaysim-Sicotte
- Sophie Helpard, OUSA
- Gord Hunchak, AVP Strategic Communications

February 12, 2018

#### Projects:

- Capped off the Indigenous Student Leadership panel. Well-attended and well-received
- Followed up with concern at council re: mental health - Peter Hedley booked to speak to council on March 8th
- Relatively slow week & heavy event attendance

#### Meetings:

- Femi, Nigerian Students' Association
- Michelle Prytula, Dean of Education
- Jack Saddleback
- Candace Wasacase-Lafferty
- Kirsten Samson

#### Communications:

- Gord Hunchak
- Sidney Sacher, ISAC SAL
- 

#### Events:

- UPS: Presented People's Choice Award
- Indigenous Student Leadership Panel
- Indigenous Achievement Week gala
- USSU Volunteer Orientation

February 19, 2018

#### Projects:

- Verdict in Gerald Stanley trial sent ripples across campus, affecting the Indigenous community in particular. Much of my week was spent meeting with Indigenous student leaders and attending various events.
- Attended budget review meetings

- Setting up meetings with Tina Beaudry-Mellor and Human Services Caucus Committee through USSU Exec and SSC respectively
- AOCF meeting went well, included discussion on problems facing students heading into next year
- USSU survey ready to go, will launch soon

#### Meetings:

- Admin budget review
- Student governance budget review
- Student grants budget review
- External Affairs Committee
- Hillary Turner
- Charles Smith
- University Council
- Jamie Miley, Government Relations
- AOCF

#### Communications:

- Office of the Ministry of Advanced Education
- Patti McDougall
- Peter Hedley
- Candace Wasacase-Lafferty
- Antonio Brieva, UCRU Chair
- 

#### Events:

- Saturday rally outside of courthouse
- Smudge & Share
- ISC and IGSC rally and march
- Great War memorial bench fundraiser

#### **VP Kapacila:**

#### **VP Quan:**

VP Quan stated that she and Regan Ratt-Misponas have been talking with Beth Bilson about an Indigenous student seat on the Teaching and Learning Academic Resources Committee. Beth is also working to get a seat for an Indigenous student on the Academic Programs Committee and the Research, Scholarly and Artistic Work Committee.

Feb. 5th - Feb 12th

#### Ongoing projects

- Undergraduate project symposium
  - Interviewed by CTV and On Campus News
  - Cheques for winners have been issued, thank-you cards distributed

#### Weekly tasks

- CFCR - Councillor Kobes recorded an episode
- Academic grievances - 1 new grievance, currently 8 active grievances

#### Meetings and Events

- Undergraduate project symposium

- TLARC Wellness Strategy committee
- Indigenous leadership panel
- Aboriginal Achievement Week gala
- Commit to the S - Hockey
- Volunteer Orientation Training - exec presentation and anti-racism workshop

#### Other

- Took a half EDO and used 1 ½ ADOs

#### Feb. 12th - 25th

##### Ongoing projects

- Campus legal services
  - First draft of MOU has been completed, waiting for revised changes
  - Promotional campaign for CLS to be released this upcoming week
- Open textbooks
  - OER week is taking place March 5th-9th
  - Heather Ross from the GMCTL will be leading a session for student advocates on March 6th at 2:00
    - Pizza and beverages to be provided
  - Certificates of recognition to be issued to instructors who have used or adopted open textbooks this year
  - Infographic highlighting the amount of savings for students to be put in the Arts Tunnel
- Indigenous undergraduate seat on TLARC and University Council committees
  - Working with Beth Bilson and Regan Ratt-Misponas of the ISC
  - Beth will be bringing this up to the Governance Committee
- CFCR
  - All of the episodes that have been recorded so far will be posted on the USSU website

##### Weekly tasks

- Received 6 new academic grievances, currently 12 active grievances
- CFCR - Councillor Simons recorded an episode about the olympics, VP Quan recorded an episode on Food Insecurity with the USSU Food Centre Coordinator, Mark Tan

##### Events and meetings

- Smudge and Share - Colten Boushie
- Budget Review - Student Governance
- AOC
- University Council
- Classroom Renewal Committee
- Planning Advisory Group
- Student Forum Executive
- Exec / Senior Managers meeting re: committees
- Heather Ross re: open textbooks
- Beth Bilson re: academic grievances
- USSU budget day

#### Other

- Took two ADOs to study for midterms

### **VP Lau:**

#### Projects:

Winter Sustainability Week  
 Tues - last Straw @ Louis  
 Bike workshop on Wednesday  
 Clothing swap on Thursday  
 Campus Farmers Market on Friday  
 Posting on Paws

Global Village  
 Connecting with Jordan & Dan for the food situation

One Day for Students  
 Connected with Namarta to go through the plan  
 Meeting with Leah & Kirsten about tunnel & space booking  
 Connected with Alisha @ Road Coffee for partnership

Transition & Job Fentoring  
 Emailed exchange with 3 students with questions and interests  
 Met with one for lunch on Thursday  
 Worked on transition document

#### Meetings:

Student Affairs Committee  
 Emailed about panelists  
 Connected with Young women in business about panel questions and meeting next week  
 Get sticky notes for the project

Sustainability Committee  
 Four new funding requests  
 Approved one from last meeting (\$300)  
 Sent in Option packages for review  
 Connected with the president office to set up a meeting with Peter  
 Booked two presentations  
 Next meeting @ Feb 14th @ 4:30pm  
 Made a schedule for all members to help out at the clothing swap

#### Communications:

Rink  
 Emailed between Culinary services for hot chocolate at the rink  
 Connecting with Austin & Gift about the rink schedule  
 Connect with Alumni Relations with their event

Booked WCVM event on March 5th

Others:

February 12

Projects:

Mental Health Day

Hot chocolate @ Rink

Gave workshop on How to take care of your mental health

Sustainability

Meeting with 5 Days For the Homeless about Clothing Swap

One Day For Students

Meeting with Roxanne and Kristen about the day plan

Meeting with Alisha @ Road Coffee

Meetings:

Student Affairs Committee

Worked on Posted notes for WIL

Sustainability Committee

Update on the Funding Tracker

4 motions

Past the half point for approved funding

International Students Committee

Emailed about the Ted talk links, arts tunnel booth

Global village info

Communications:

Sandra @ President's office

Annual report meeting with the President

February 20

Women In Leadership

Emailed all panelists for confirmation

Asked for Biography

Connecting with Deena @ Sponsorship

Connecting with Women's Centre @ EBSS for decorations

Sustainability Clothing Swap

Met with 5 Days for the Homeless

Setting up clothing Swap for March 7~9th

Comm request for clothing swap posters

International day against Racism  
Emailed ISC about the partnership  
Adding it onto Global Village

Global Village  
Met with Jordan  
Approved posters  
Connected with DJ

One Day For Students  
Writing the interview reply for Alumnus  
Booking spaces with Stef & Adam  
Sent Info to AOCP

Alumni Skating Party  
Communicating with Alumni Association to organize event  
Talking to Tyler @ PAC about skates situation  
Communicating with Austin & Gif about the rink, maintenance

Meetings:  
Budget Day

Communications:  
Online connection Interview

Others:  
Online Harassment Grievance

#### **4. Business**

##### 4.1 Shine the Light Gala

VP Kapacila stated that she wants to sponsor two tables for Council and the Executive. This will cost \$300 for two tables, and would seat 12 people.

Move to approve \$300 to purchase two tables at the Shine a Light GALA.

**ExecMotion031:** VP Kapacila/VP Quan

**Carried**

##### 4.2 Drag Show

VP Quan stated that the Drag Show at Louis' is happening this Friday. The Executive will practice on Thursday in the John Mitchell Building.

##### 4.3 Open Educational Resources Week

VP Quan stated that the week of March 5 is Open Educational Resources Week. For this week, she will be giving out certificates to professors who have used open textbooks in their classes this past academic year. They will also be listed in an insert in the Experience in Excellence Awards. She stated that there will be a poster on the Arts Tunnel, that will look like a thermometer that will mark how much money students have saved every year from

open textbooks. She stated that on March 6, there will be an Open Textbook seminar for students to learn how to advocate to professors about getting open textbooks.

Move to sponsor \$50 for pizza for the seminar.

**EXECMotion032:** VP Quan/President Quan

**Carried**

#### 4.4 Experience in Excellence Awards

The Executive reviewed the nominations for the Experience in Excellence Awards.

#### 4.5 Clothing Swap

VP Lau stated that they will be having a clothing swap and they will partner with Five Days for the Homeless. She stated that the budget will be \$50 to pay for posters.

Move to fund \$50 for posters.

**EXECMotion033:** VP Lau/VP Quan

**Carried**

#### 4.6 Tickle Trunk

VP Quan stated that they created a Tickle Trunk for councillor recognition.

Move to approve \$200 for the Tickle Trunk.

**EXECMotion034:** VP Kapacila/VP Quan

**Carried**

President D'Eon abstained from the vote.

#### 4.7 Councillor Attendance

President D'Eon stated that there have been difficulties having Councillors attend the Committee meetings. He stated that he will address this at Council.

### **5. Adjournment**

The meeting was adjourned at 11:45 am.

**External Affairs Committee  
Minutes for February 12, 2017  
Second Floor Meeting Room**

**Present:** President D'eon, Jacob Reser, Jason Ventnor, Carlos Munoz Pimentel, Nikaela Arnelian, Aidan Murphy

**Absent:** Mack Gill, Kirsten Samson

1. Call to order

The meeting was called to order at 1:34 pm.

2. News updates

- \$85 million bond issued in the name of University (over extended period of time).
  - Approved by Sask. Government
- Budget day moved to April 10.
  - Middle of finals
- New Post-Secondary Minister
  - Reaching out to Tina Beaudry-Mellor to meet re: our demands from the budget.

3. Advocacy Week

- The week was relatively successful:
  - Outside of Agriculture, was very successful.
  - Still have materials, and VP Kapacila is including it in to the budget line for future.
- Considering another Advocacy Week before budget day.
- Stickers were very successful.
  - Going to give them to the centres.
- Guerilla flyer campaign.
  - Carlos will do the hand writing over the break,
    - Dave will give Carlos the materials.
  - Open source quotes over Google Docs.
- Reiterate our demands with the new Minister.

4. Budget Day

- Flyering.
- Graphics for the plasmas.
- Likely not to be as bad as last year.
- Former Min. Cox was indicating possible movement forward on funding, but this could be not the case given the new Minister.
- Potential of bringing people via van down to Regina for Budget Day.
  - Pres. D'eon will be looking for budget line on this.

5. Tell friends about important USSU elections

- Accepting nominations soon.

6. Maclean's U15 has the U of S as the most inefficient on the list.

- Discuss our displeasure with Administration over this.
- Pres. D'eon can look in to what our role can be in this.

#### 7. Scholarship, bursary and loans committee report from Regina

- Amount of non-refundable money from Province is down to 1/3 of what it was last year.
  - Massive cut to scholarships and loans.
  - Medium and long term increases to student debt.
  - Incorporating this in to our messaging, and looking to prioritize the reinstatement of this money over general cuts.

#### 8. Look back at committee:

- External Affairs has operated better than prior years.
  - Able to place advocacy week funding in future budget lines.
- Committee could be more involved with crafting policy in the future, and bringing to council.
- Better communication of goals, mandates, and previous efforts.
- Student at large orientation, and availability for resources.

#### 9. Next meeting

- University broadly.
- Check up on advocacy week, budget day activities, and conversation with Minister.

**Meeting adjourned 2:30pm**

**USSU 2018-2019 Budget  
Capital Purchases**

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Facilities	SC450 Auto Scrubber plus battery	7,521.36
Communication	3 - Led Televisions	1,784.97
Info	Lockers for lower Place Riel	8,112.62
Info	Table with cloths	1,618.74
Louis'	4 - Apple 21.5" Mac plus Apple Care	8,174.72
Louis'	Gravity Feed Slicer	2,157.74
Louis' Loft	1 - Apple 21.5" Mac plus Apple Care	2,043.68
Louis' Loft	Double Panini Press	1,272.00
Louis' Loft	HDR Led Smart Television	9,537.22
XL Design	2 - Apple 27" Mac plus Apple Care	6,016.56
<b>TOTAL</b>	<b>Capital Budget for 2018-2019</b>	<b><u><u>48,239.61</u></u></b>

## **USSU-IT Services**

### **Purchase:**

7 new iMacs and 2 replacement batteries as per IT Purchase Plan

### **Purpose**

Replace computers in Louis' (5) and XL Print and Design (2) and replace two batteries in UPS system for Servers.

### **Purchase Price**

\$15,316.00 plus \$918.96 PST= \$16,234.96

### **Consumable Costs**

\$765.80 GST

### **Service/Maintenance/Warranty Costs**

Above prices include the purchase of the AppleCare extended warranty for the seven iMacs.

### **Rational**

See the attached IT Purchase Plan for details.

University of Saskatchewan Students' Union  
IT Purchase Plan  
For 2018/19 Budget

January 26, 2018

Prepared by:

Jeff Jackson  
IT Support Specialist

Scott Henderson  
IT Support Manager

## **Background Information:**

### **Description and Motivation:**

The University of Saskatchewan Students' Union (USSU) has come to expect staff will complete their job as prescribed for the organization with the proper tools to complete their job. Computers are critical components of that success for staff and departments. Many areas of an organization such as the USSU are affected when computer hardware becomes obsolescent or fails due to age.

The problems become most obvious at the time of failure, when costs of replacement become an unplanned expenditure for the budgeting process. This document continues the rejuvenation strategy for computers and other IT hardware and software based on the business needs of the USSU.

This plan is a continuation of previous plans to continue a structured, proactive and sustainable computing future for the USSU.

### **Impact and Rationale:**

Positive impacts for this strategy are:

1. Staff morale and satisfaction increases when working with appropriate resources.
2. Hardware will be able to utilize current and new software.
3. Regular renewal maintains a manageable IT budget each year.
4. User experience is unified for all staff when using the USSU network of computers.

Negative impacts for adopting this strategy are:

1. Planning for an entire year requires careful review of current systems and forecasting of changes in the computer industry.
2. Some pricing and system specifications will change between the budget plan and time of order and implementation.

### **Scope & Risks:**

The USSU's operations constantly have to adapt with the changing student and education environment. To ensure the ability to venture into new business areas and the projects and initiatives that come with the annual change of executive and centre coordinators, the computer infrastructure must be adequate and thus be continually updated.

### **Approach and Method:**

The USSU's accepted approach to replacement of computer hardware is as follows:

1. Replace computer at 3-4 years
  - a. Critical business hardware
    - Servers

- b. Primary business systems
    - Income generating (Louis', Louis' Loft and XL Print & Design) and advertising (communications and marketing)
  - c. Primary office desktops
    - Executive, Senior Managers, Support Staff
2. Replace computer at 4-5 years
- a. Office Desktops
    - Site and assistant managers
  - b. Centres
    - Coordinators
3. Replacement at 5 + years
- a. Secondary offices
  - b. Custodial staff
  - c. Kiosk/Volunteer computers
  - d. Monitors and Printers

Computer hardware warranties from Apple are only available for 3 years. The primary business and critical computers, then, should not be older than this to ensure the hardware is repairable during the warranty period.

Desktop computers for positions that are not adversely affected by short computer downtime (i.e. where staff may use other computers) can be replaced at a slightly longer interval. These computers, in some cases, will be replaced with computers that are coming from the above 3-year replacements (a cascading system.)

Desktop computers for positions that are not seriously affected by extended computer downtime and that do not affect the normal business operation of the central office should be scheduled for replacement with computers that are "hand-down" from other positions.

Monitors and printers generally have a longer viable lifespan than the computers and, as such, do not require replacement until at least 5 years. In some situations, for compatibility with new computers it may be required to purchase new monitors when a new computer is purchased. In this case the older monitor shall be moved with the computer or "handed-down" to other positions.

## **2018/19 Plans**

The following are some of the planning objectives for the IT Department as it works with the various operations and departments of the USSU.

1. Replace seven existing computers (Louis-4, Louis' Loft, and XL Print & Design-2)
2. Replace failing batteries in UPS backup for servers

## Rationale for changes for 2018/19

We look to a schedule of computer replacement timeline that respects our accepted approach to replacement throughout the organization but strategically plans to purchase between five and six desktops per year. A replacement schedule as such allows the organization flexibility in its resources and understands the need to be ready in case of desktop or server failure in any given year.

### 2018/19 Purchase Recommendations

**Note:** All prices include PST and any environmental costs but exclude GST.

#### 1. Desktop Replacements:

In keeping with our replacement schedule, we will purchase two new 27" iMacs for XL Print & Design, and five new 21.5" iMacs for Louis' (4) and Louis' Loft. Louis' Loft's current computer was purchased in the 2012/13 budget year, Louis' managers computers were purchased in the 2013/14 budget year, and the computers in XL Print and Design were purchased in the 2015/16 budget year. With the purchase of these seven computers, a total of sixteen staff will receive updated computers.

Pricing Information:

- 2 x **Apple 27" iMac**, 3.4GHz quad-core Intel Core i5 processor, 16GB of RAM, 1TB hard drive each for \$2,639.00 for a total of \$5,278.00 plus GST/PST.
- 5 x **Apple 21.5" iMac**, 3.0GHz quad-core Intel Core i5 processor, 8GB of RAM, 1TB hard drive each for \$1,729.00 for a total of \$8,645.00 plus GST/PST.
- 7 x **AppleCare for Apple iMac** to increase the warranty to three years for \$199.00 for a total of \$1,393.00 plus GST/PST.

#### 2. UPS Battery Replacement:

All of the servers within the USSU are protected from power outages and power spikes by APC Battery Backups. The one unit's battery is not currently keeping a full charge. Both batteries were replaced in the units in 2012. The price for a new UPS system was priced out at \$1,127.00.

Pricing Information:

- 2 x **APC Replacement Battery RBC7**, replacement battery for APC Smart-UPS SUA1500 each for \$229.99 for a total of \$459.98 plus GST/PST.

**USSU-Communications**

**Purchase:**

3 LED Televisions

**Purpose**

To replace 3 failing screens, (Vet Med, Biology, and Place Riel).

**Purchase Price**

\$1649.97 + \$36 Environmental Fee +\$99 PST= \$1784.97

**Consumable Costs**

\$84.30 GST

**Service/Maintenance/Warranty Costs**

None

**Rational**

The 3 screens are beginning to fail with noticeable discolouration or burn-in.

**USSU-Facilities**

**Purchase:**

SC450 Auto Scrubber (20 inch)

**Purpose**

To replace an outdated auto scrubber which is constantly serviced and currently not working.

**Purchase Price**

Auto Scrubber: \$5,595.62 plus PST = \$5,931.36;	Batteries:
\$1500 plus PST = \$1,590.00	Total:
\$7,521.36	

**Consumable Costs**

\$279.78 GST for scrubber; \$75.00 GST for batteries  
Total GST: \$354.78

**Service/Maintenance/Warranty Costs**

One year full warranty.

**Rational**

Our existing smaller auto scrubber is in constant repair and is too small of a machine to keep up with the Food Court in Lower Place Riel. The Food Court is a very busy area and needs a lot of grease maintenance. Because our current machine is not working (and has been serviced numerous times), our evening staff are hand mopping the food court. This takes up a lot of time that could be better spent. It is also more physically demanding. These machines alleviate much of that. They also have scrubber pads that can deep clean more thoroughly.

## USSU-Information Centre

### Purchase:

Lockers for Lower Place Riel

### Purpose

To replace outdated and damaged rental lockers

### Purchase Price

9 - 12" w x 18" d x 72" h Triple tier lockers in banks of 2 = \$4,024.30, 54 number plates \$1.70 each= \$91.80, 18 slope tops \$15/each= \$270, 18 closed recessed 4" bases \$15.00 each = \$270. Removal of existing lockers and installation of new lockers \$80/hour for 16 hours = \$1,280, plus freight \$1,820.35, PST-\$356.17. Total = \$8,112.62

### Consumable Costs

\$296.80 GST

### Service/Maintenance/Warranty Costs

### Rational

The lockers rented out by the Information Centre at the bottom of the stairs in lower Place Riel are outdated, and many of the lockers are damaged and not able to be used. The lockers are also quite small and students have expressed a desire to rent a larger locker. A new bank of lockers would provide 54, larger lockers that could be rented out to students. This would allow for increased revenues and and greater satisfaction amongst students who rent the lockers.

## USSU-XL Print & Design

### Purchase:

Tables and Coverings for Arts Tunnel

### Purpose

To replace broken carts and random tables used for bookings in the Arts tunnel.

### Purchase Price

Tables 12 x 6' Tables with folding legs \$64.99 = \$779.88 plus \$46.79 PST= \$826.67. Stretchable black table cloths for tables 15 x \$29.69 = \$445.35 plus \$26.72 PST= \$472.07. Labour to remove existing carts and tables from Arts Tunnel: 4 hours at \$80/hour = \$320.00. Total with PST = \$1,618.74.

### Consumable Costs

\$73.51 GST

### Service/Maintenance/Warranty Costs

None.

### Rational

There is currently a mix of tables and carts in the Arts tunnel available for groups to rent. Many of the tables and carts are in poor condition and are over 20 years old. New tables will offer a more flexible and consistent look. The table cloths will give clients who rent the tables a chance to make their area look formal at no additional cost.

**USSU-Louis' Loft**

**Purchase:**

Vollrath 40795 Double Panini Press

**Purpose**

To replace failing panini press at Louis'

**Purchase Price**

\$1,200 plus \$72 PST= \$1,272

**Consumable Costs**

\$60 GST

**Service/Maintenance/Warranty Costs**

None. Two years full warranty.

**Rational**

The panini press at Louis' Loft has begun to fail and has needed various repairs over the past two years. The current model also only has one lid, which means everytime a sandwich is added heat is lost and cooking takes more time. The panini press at Louis' Loft is a vital piece of equipment that helps produce a large number of menu items. Having a fully functional, double lid press, will help greatly with efficiency.

**USSU-Louis'**

**Purchase:**

Berkel 827A Plus Gravity Feed Slicer

**Purpose**

To replace an outdated and potentially hazardous slicer at Louis'

**Purchase Price**

\$2,035.60 plus \$122.14 PST = \$2,157.74

**Consumable Costs**

\$101.78 GST

**Service/Maintenance/Warranty Costs**

None. One year full warranty.

**Rational**

A slicer is a necessary piece of equipment in the Louis' kitchen. Staff slices meat, cheese, and other items for our menus on a daily basis. Our current slicer has a failing handle and a damaged guard, which often make the slicer unsafe to use. Replacement pieces are tough to find and expensive and the best course moving forward is to purchase a new piece from a reputable manufacturer.

**USSU-Louis' Loft**

**Purchase:**

Louis' Loft Media Solution

**Purpose**

To provide a more stable and visually attractive media solution to clients who book Louis' Loft.

**Purchase Price**

Sony X850D Series 85" 4K HDR Smart LED TV: \$7,999.99 plus \$480 PST. Commercial Monitor Cart: \$701.46 plus \$42.09 PST. Peerless Wireless HDMI \$295.93 plus \$17.76 PST. Total with PST= \$9,537.22.

**Consumable Costs**

\$ 449.87 GST

**Service/Maintenance/Warranty Costs**

None. One year full warranty on TV.

**Rational**

The current media solution at Louis' Loft is a projector with a temporary screen. The projector is outdated and in order for it to work we need to clear a path from the unit to the screen. This disrupts events and requires moving seated guests. Having a large LED screen mounted on a cart will provide a large screen for viewing and portability in the venue. The wireless HDMI allows client laptops and other devices to broadcast on the TV via an infrared signal that spans 100 feet.

USSU 2018-2019 Budget  
Interest on Investments

Schedule #1

Description	Interest Rate	Maturity Date	COST			Market Value	Interest Earned
			Opening Balance	Increases	Decreases		
<b><u>FIXED INCOME INVESTMENTS-RBC Dominion</u></b>							
RBC Short Term - GIC	1.100%	February 6, 2018				500,768.50	1,253
LBC Trust - GIC	1.300%	March 8, 2018				101,054.25	191
B2B Bank - GIC	1.260%	March 20, 2018				100,980.38	143
RBC Short Term - GIC	1.200%	May 7, 2018				500,838.50	5,895
RBC Short Term - GIC	1.250%	August 7, 2018				500,873.50	4,082
Equitable Bank - GIC	1.720%	November 2, 2018				100,268.60	713
General Bank of Canada - GIC	1.710%	November 2, 2018				100,267.04	709
Reinvestment of funds as they mature							-
			-	-	-	1,905,050.77	12,986

**Managed Assets-RBC Dominion**

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**MUTUAL FUNDS-RBC Dominion**

Fidelity Cdn Disciplined Equity Class ISC (296)	FID 296					70,836.89	
PH&N Canadian Equity Value Fund (6670)	RBF6670					17,851.07	
RBC Investment Savings Account Series A (2010)	RBF 2010					1,070,587.57	
						1,159,275.53	
<b>TOTAL INVESTMENTS AS OF DECEMBER 31, 2017-RBC Dominion</b>						<b>3,064,326.30</b>	

Note - the Student Infrastructure Fee for future capital building projects is included in the above investments.

Note - Starting Nov 4/09 Infrastructure is invested through TD First Nations.

<u>Date &amp; Amount of Investment-RBC Dominion</u>	Interest Rate	# of Days Interest is Earned in 2016/17	Total Interest
*Infrastructure is with the First Nations Bank			
			-

Note - the Student Infrastructure fee was not invested separately from other investments so it was assumed that the interest rate would be an average of the Fixed Income investments.

Description	Interest Rate	Maturity Date	Opening Balance	Increases	Decreases	Market Value
<b><u>FIXED INCOME INVESTMENTS-First Nations Bank</u></b>						
First Nations Bank of Canada Short Term Redeem 1-365 Days #4184792	1.300%	March 4, 2018				847,355.03
First Nations Bank of Canada Short Term Redeem 1-365 Days #4262465	1.300%	June 22, 2018				269,980.22
First Nations Bank of Canada Short Term Redeem 1-365 Days #4241238	1.300%	May 11, 2018				712,639.82
First Nations Bank of Canada Short Term Redeem 1-365 Days #4294062	1.300%	May 8, 2018				780,000.00

**TOTAL INVESTMENTS AS OF DECEMBER 31, 2017 First Nations Bank** 2,609,975.07

**USSU 2018-2019 Budget  
Computer Maintenance**

**Schedule #2**

	<u># of Computers</u>	<u>% of Total</u>	<u>Computer Maintenance Cost</u>
Administration	14	26.92%	26,708
Communications	10	19.23%	19,077
Facilities-Janitors	2	3.85%	3,815
Food Centre	1	1.92%	1,908
Help Centre	3	5.77%	5,723
Information Centre	2	3.85%	3,815
Louis'	6	11.54%	11,446
Louis'-Entertainment	1	1.92%	1,908
Marketing	1	1.92%	1,908
Pride Centre	1	1.92%	1,908
Student Governance	4	7.69%	7,631
Student Governance-USC	1	1.92%	1,908
Student Services-Student Crew/Safewar	1	1.92%	1,908
Women's Centre	1	1.92%	1,908
XL Design	4	7.69%	7,631
	<u>52</u>	<u>100.00%</u>	<u>\$ 99,200</u>

Additional expenses will be budgeted on a department basis for any other software or support that may be required. Please refer to Budget Notes for detail of this.

**USSU 2018-2019 Budget**  
**Depreciation Expense**

**Schedule #3**

	<b>Depreciation (Note 1)</b>	<b>Less Capital Revenue (Note 2)</b>	<b>Net Depreciation Expense</b>
Administration	6,648		6,648
Communications	3,043		3,043
Facilities	77,720	(63,624)	14,096
Facilities/MUB	36,405	(30,136)	6,270
Food Centre	155	(12)	143
Help Centre	1,226	(743)	484
Information Centre	2,233		2,233
Louis'	228,796	(192,537)	36,259
Louis'-Entertainment	6,525	(1,942)	4,582
Louis'-Loft	54,629	(53,197)	1,432
Marketing	1,013		1,013
Place Riel	678,000	(678,000)	-
Pride Centre	1,023	(553)	470
Student Governance	3,348		3,348
Student Governance-USC	518	(168)	350
Student Services-Safewalk/Student Crew	187	(44)	143
Women's Centre	1,198	(728)	470
XL Designs	12,917	(3,781)	9,135
<b>Total</b>	<b>1,115,584</b>	<b>(1,025,464)</b>	<b>90,119</b>

Notes:

1. Depreciation is an allocation of an asset's cost to reflect the use of the asset for one year as shown in the example below:

Asset cost	\$ 1,000
Expected life of the asset in years	5
Annual Depreciation Expense	<u>\$ 200</u>

Please note, the USSU uses the declining balance method of depreciation. The above example uses the straight line method for demonstration purposes only.

2. The USSU has a Campus Center Trust Fund and a Students' Union Building Trust Fund which are co-managed with the University of Saskatchewan. The investment of these funds is administered by the University. The purpose of the funds is to provide a source of funding for capital expenditures (equipment purchases, building renovations, or building construction), extraordinary operating expenses and special projects. Interest of \$30,000 is paid annually to the USSU from the Campus Center Trust Fund; interest for the Building Trust Fund is not

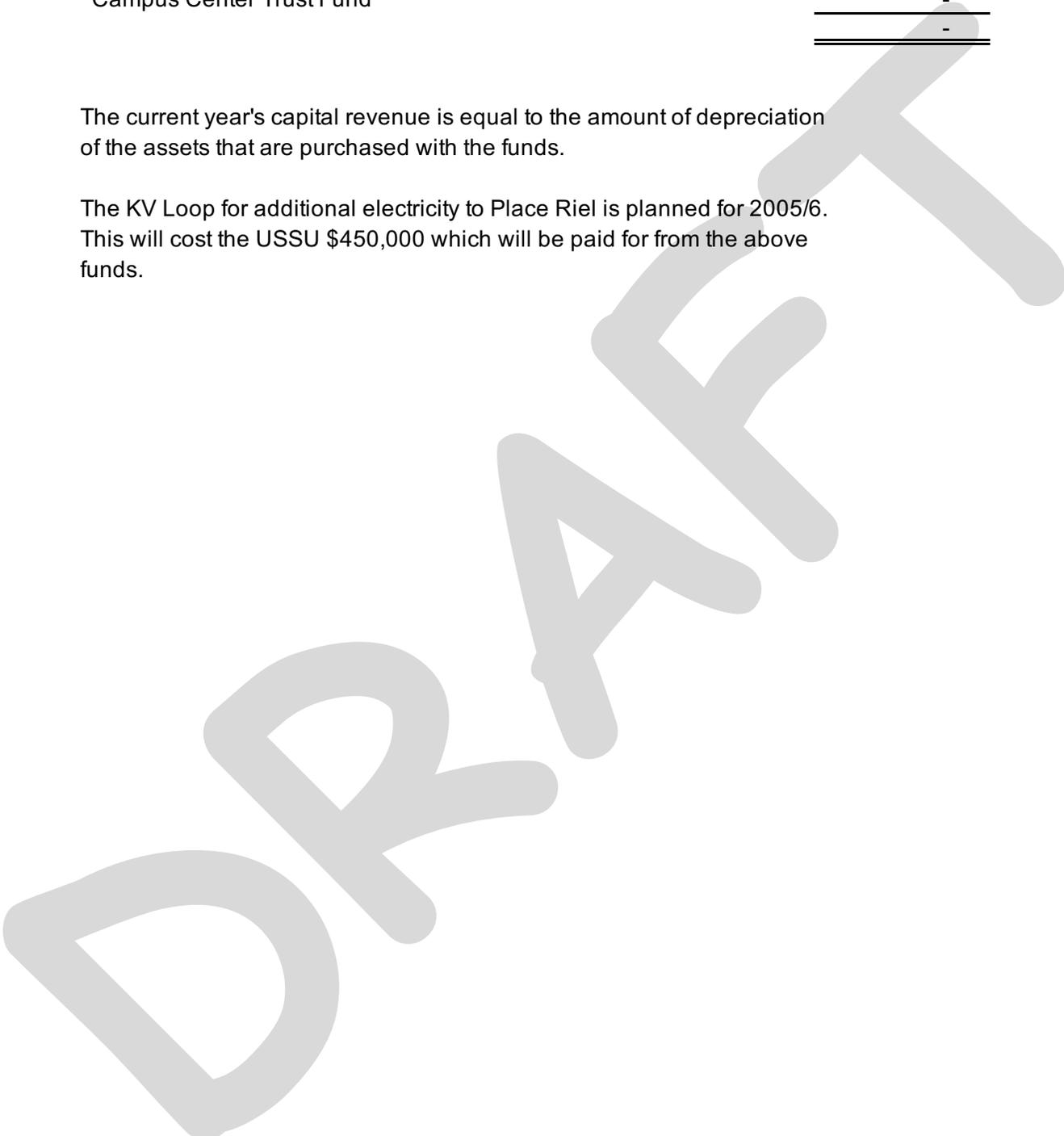
paid out but is added to the investment balance.

Fund balances at April 30, 2009 were as follows:

Students' Union Building Trust Fund	-
Campus Center Trust Fund	-
	<hr/>
	<hr/>

The current year's capital revenue is equal to the amount of depreciation of the assets that are purchased with the funds.

The KV Loop for additional electricity to Place Riel is planned for 2005/6. This will cost the USSU \$450,000 which will be paid for from the above funds.



**USSU 2018-2019 Budget  
Janitorial Expenses**

**Schedule #4**

**2018 Actual YTD - Dec 31/17**

<b><u>Department</u></b>	<b><u>Supplies</u></b>	<b><u>Wages &amp; Benefits</u></b>	<b><u>Total</u></b>	<b><u>Supplies</u></b>	<b><u>Wages &amp; Benefits</u></b>	<b><u>Total</u></b>
Administration	2,560	27,725	30,285	2,619	18,117	20,736
Administration-MUB	39	279	318			0
Facilities-MUB	2,137	15,277	17,414	188	9,960	10,148
Facilities-Place Riel	18,313	198,335	216,648	10,059	128,305	138,364
Food Centre	181	1,961	2,142	185	1,269	1,454
Help Centre	171	1,222	1,393	15	797	812
Information Centre	186	2,010	2,195	190	1,300	1,490
Louis'	5,950	42,544	48,495	5,372	27,736	33,109
Pride Centre	234	1,672	1,906	21	1,090	1,111
Student Crew/Safewalk	429	4,649	5,078	439	3,008	3,446
Womens Centre	328	2,344	2,671	29	1,528	1,557
XL Design	689	7,458	8,150	704	4,825	5,528
	<b>31,216</b>	<b>305,476</b>	<b>336,696</b>	<b>19,820</b>	<b>197,934</b>	<b>217,754</b>

Janitorial expenses are based on actual to December 31, 2017 and estimated to April. Increase actual supply expense by 5%. Janitorial Wages are increase of 2.0% and step of 2.5% (estimate) as CUPE Contract. (Negotiating year)

\*As of May 1/14 Admin took over IT server room.

**USSU 2018-2019 Budget  
Repairs & Maintenance**

**Schedule #5**

	<u>2018-2019 Budget</u>	<u>2017 Actual YTD- Dec 31/17</u>		
		<u>R&amp;M Bldg</u>	<u>R&amp;M Dept</u>	<u>Total R&amp;</u>
Administration				-
Administration-Mub				-
Facilities	15,816		10,042	10,042
Facilities (Bldg)	65,044	41,298		41,298
Facilities-MUB				-
Facilities-MUB (Bldg)	43,372	27,538		27,538
Food Centre				-
Help Centre				-
Information Centre				-
Louis'	16,076		10,207	10,207
Pride Centre				-
Student Crew/Safewalk				-
Womens Centre				-
XL Design			-	-
<b>Total</b>	<b>140,309</b>	<b>68,835</b>	<b>20,249</b>	<b>89,084</b>

Repairs & Maintenance expenses are based on actual up to Dec 31, 2017 and estimated to April. Increased actual expense by 5%. includes BI-yearly elevator R & M.

\*As of May 1/14 Facilities took over building expenses.

\*As of May 1/14 Admin took over server room.

**USSU 2018-2019 Budget Schedule #6**  
**Utilities Expense**

	<u>2018-2019 Budget</u>	<u>2017 YTD-Dec 31/17</u>
Administration	25,427	16,189
Administration-MUB	632	
Facilities	181,896	113,010
Facilities-MUB	22,903	13,884
Food Centre	1,799	1,117
Help Centre	2,771	1,680
Information Centre	1,843	1,145
Louis'	108,169	68,383
Pride Centre	3,791	2,298
Student Crew/Safewalk	4,264	2,649
Womens Centre	5,313	3,221
XL Design	6,840	4,249
Total	<u>365,647</u>	<u>227,826</u>

Utilities expenses are based on actual up to Dec 31, 2017 and estimated to April. Increased actual expense by 7%.

\*As of May 1/14 Admin took over IT server room.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25	Feb. 1	Feb. 8
Abbasi, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R	P	P
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P	P	P
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R	P	P
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P	P	P
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P	P	R
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P	P	P
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P	P	P
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P	P	P
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P	P	R
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
March 8, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes - March 1, 2018**
  - 3.2. Executive Committee - March 5, 2018**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Furniture and Infrastructure Update**
- 6. Business**
  - 6.1. Strategic Plan**
  - 6.2. Budget**
  - 6.3. Tabled Motion**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, March 1, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Aidan Murphy, Arts and Science  
Madison Nagel, Education  
Kylie Phillips, Arts and Science  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business  
Brent Kobes, STM  
David D'Eon, President  
Madison Nagel, Education  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Darcy Dumont, Law  
Noah Koh-Steadman, Engineering  
Mack Gill, Kinesiology  
Brian Trinh, Medicine  
Mason Cameron, Agriculture and Bioresources

**Also present**

Scott Hitchings, Chairperson  
Caroline Cottrell, General Manager

**Regrets**

Aliya Abbasi, Nursing  
Christy McPherson, Dentistry  
Kirsten Samson, Arts and Science  
Erika Erlandson, Engineering  
Emma Thomson, WCVM

**Absent**

Kiefer Roberts, Indigenous Students

**Guest List**

Emily Migchels  
Jacob Reaser  
Sheldon Moellenbeck  
Kristen Major  
Leah Brodie  
Jessica Klassen-Wright  
Andy Prokopchuk

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis. He recognized that learning took place on this land prior to the establishment of this institution.

Move to adopt the agenda.

**USCMotion091:** President D'Eon/VP Kapacila

**Carried**

## **2. Introductions**

President D'Eon introduced members from the Sheaf, Jacob Reaser from the External Affairs Committee, and Sheldon Moellenbeck, Andy Prokopchuk, and Leah Brodie and Kristen Major from Alumni Relations.

## **3. Minutes and Reports**

**3.1 USC Minutes – February 8, 2018**

**3.2 Executive Committee – February 26, 2018**

**3.7 External Affairs Committee Minutes and Reports – February 12, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion092:** President D'Eon/VP Lau

**Carried**

## **5. Council Address**

### **5.1 Alumni Association**

President D'Eon clarified that the guests are from Alumni Relations, not the Alumni Association.

Move to go into informality until the end of the presentation.

**USCMotion092:** President D'Eon/VP Lau

**Carried**

Leah Brodie thanked Council for the opportunity to come and speak about One Day for Students. She stated that she is the Associate Director of Alumni Engagement, which is a department that they are currently developing. She stated that Kristen Major works with young alumni.

Kristen Major stated that she started her job last July, and that she has been working closely with student groups on Campus. She gave a shout out to VP Lau for the Rink in the Bowl, which she noted that Alumni Relations sponsored in part. She reported that this

weekend was the first annual Alumni and Friends Skate event, which had an excellent turn out.

Leah Brodie stated that One Day for Students is quickly approaching, as it will be taking place on March 14.

Kristen Major stated that One Day for Students is dedicated to encouraging philanthropy at the University. She stated that they will be celebrating the talent of students, and that people can help out by either volunteering and/or donating. She stated that there would be a central hub in Place Riel, and that there will be different donation stations in different colleges. There will also be a key note speaker.

Leah Brodie stated that central hub will have coffee for people who have donated, and that it will run from 9 am to 1 pm. The different college stations will give out “I Gave” stickers to people who have donated, which they will be able to redeem for a free cup of coffee at the central hub.

Kristen Major stated that the money will be going to the Nasser Student Emergency Fund. The fund was created by Dr. Nasser, and he will match every donation made.

Leah Brodie stated that Dr. Nasser will donate \$1 for every retweet on a tweet put out by the University

Kristen Major stated that Shaina Lynden, owner of Ryde YXE Cycle Studio, will be giving a key note presentation at 2:30 pm at the Gordon Oakes Red Bear Student Centre.

Leah Brody asked for Council to share the event page, and to volunteer by emailing Kristen ([Kristen.major@usask.ca](mailto:Kristen.major@usask.ca)).

Councillor Trudel asked if there would be a cap to the amount that Dr. Nasser donates?

Leah Brody responded that they are still working on this, but that at the moment he will match every donation.

## **5.2 Councillor Attendance and Responsibilities**

President D’Eon stated that at the last Association of Constituency Presidents meeting, one theme that emerged was a lack of communication, and a lack of knowing what the USSU was doing. He stated that they were made aware that there were Councillors who are not presenting any USSU information to their constituency groups. He reminded

Council that it is important that they report back to their constituency groups, especially about topics such as fees and services.

He also noted that there are Councillors who are not attending their committees' meetings. He stated that the Executive looked at the Bylaw and that the requirements that apply to the Council meetings also apply to the committee meetings. He stated that they will not start applying these rules to the committees, but he urged Council to attend their committee meetings. He stated that if they did apply this Bylaw, that Councillor Gill, Councillor Simons, Councillor Trudel and Councillor Cameron would be up for impeachment. He stated that they want to work with Council to accommodate them.

Councillor Simons read a poem describing why he missed the meetings.

### **5.3 USSU Budget**

VP Kapacila provided a thorough review of the following budgets: Schedules, Administration, Housing, Communications, Facilities, Information Centre, Louis' and Louis' Loft, Louis' Entertainment, Marketing, Pride Centre (as representative of all centres), Student Government, Student Grants, Safewalk/Student Crew, and XL Print & Design. If any USSU member wishes to hear this presentation, please access the audio file for this date at <https://ussu.ca/main-page/governance-main-page/university-students-council/usc-agendas-minutes/>.

The following questions were raised during the presentation of the budget:

Councillor Kobes asked if the Campus Club Room is classified under Administration or Place Riel?

VP Kapacila responded that it is under Administration.

Councillor Phillips asked why the USSU pays for a paper copy of the Star Phoenix?

VP Kapacila stated that it is because sometimes the USSU gets mentioned in the newspaper, so it is nice to have a copy.

Councillor Koh-Steadman asked how XL Print & Design tracks the advertising it does for the USSU?

VP Kapacila responded that when the USSU uses XL Print & Design, revenue moves from the USSU Administration lines to XL.

Councillor Koh-Steadman asked if they would be looking into getting a compost service?

GM Cottrell stated that there has been interest in a compost machine before, and that the USSU had talked with Marquis Hall about having a composter. She says that the USSU would jump at the opportunity to have a composter.

Member Prokopchuk asked if Louis' provides free soda for designated drivers?

VP Kapacila responded that Louis' does provide free soda for designated drivers, and that people just need to ask the bartender.

Councillor Gill asked if there was an increase in revenue from Louis' as compared to last year?

GM Cottrell stated that this is hard to answer as Louis' had to be shut down for a few months for renovations. She stated that they will be able to answer that question more accurately next year.

VP Kapacila stated that the USSU needs a motion to pass the budget in order for it to keep operating. She stated that this could happen at this meeting or next week's meeting.

Councillor Heintz noted that the Budget & Finance Committee rigorously went through this Budget. He stated that it is important to know how much time went into it, specifically on VP Kapacila's part. He thanked VP Kapacila and all of the USSU for their work on the Budget.

Move to add the USSU Budget into Business.

**USCMotion093:** Councillor Heintz/VP Kapacila

**Carried**

## **6. Business**

### **6.1 USSU Budget**

Move to accept the USSU Operating Budget for 2018-2019.

**USCMotion094:** VP Kapacila/Councillor Gill

Councillor Kobes stated that this was his third time seeing the budget, and that it is clear that VP Kapacila has dedicated her time and energy to the budget. He stated that the budget is very lean and that there is not too much gravy in it.

Councillor Murphy stated that there are five Councillors missing, and that it might be better to wait to vote on the motion next week.

Move to table the above motion to next week.

**USCMotion095:** Councillor Murphy/Councillor Phillips

Councillor Simons stated that he agreed that the Budget is well done, but that it would be good to wait to vote on it.

VP Lau invited Council to bring back the Budget to their constituency groups.

VP Kapacila asked Council to send people with questions about the Budget to her, as she has worked extensively with it.

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

Member Prokopchuk asked the USSU to speak on the public post made by the Indigenous Students' Council on February 28<sup>th</sup>.

President D'Eon stated that the USSU will remain committed to Reconciliation and Indigenization, and work towards making campus a better place for Indigenous students. He stated that there is not currently enough information to make decisions about what is being asked. He stated that the University Administration is aware of the post.

Councillor Trudel announced that the Agriculture Students' Association will be hosting Foam on the Range, on March 16. Tickets go on sale on March 7, in the Agriculture Atrium.

President D'Eon thanked Council for reaching out to people to run in the USSU Election for Council positions. He also stated that the second last Council social is taking place after this meeting.

Councillor Murphy stated that one of the asks of the ISC was for a self-autonomous Indigenous Students' Union. He encouraged Council to support the spirit of this post.

Move to support the ISC's post in spirit.

**USCMotion096:** Councillor Murphy/President D'Eon

President D'Eon stated that if the information he has is correct, there is a possible conflict with the fiduciary duties of the USSU. Based on their demands, the result could be disastrous for the student body. He stated that he has communicated this to the ISC in the past. He noted that he understands the intention of Councillor Murphy's motion, but strongly advised Council to take caution moving forward, as the USSU needs to be clear of what is being asked. He stated that he supports the idea of Indigenous autonomy, but that it has been disappointing to see the post due to the amount of work that he has put in this past year. He advised Council to vote down the motion.

Councillor Heintz stated that this was the first time that he heard about the post. He stated that it would be hard to vote on this motion as they have little information about it.

VP Kapacila stated that there are a lot of legal implications because we are not for profit corporation. She stated that the USSU cannot support this motion because of the legal implications for the organization. She stated that they need to talk to their lawyers first. She stated that President D'Eon is working hard on this, and that he will bring the relevant information to Council.

President D'Eon stated that voting down this motion does not mean that Council does not support the Indigenous student body. He encouraged Councillor Murphy to move to bring this motion back to Council.

Chairperson Hitchings suggested tabling this motion to next week.

Councillor Murphy clarified that his motion was only to support the concept of Indigenous autonomy on campus.

Move to table the motion to next week.

**USCMotion097:** Councillor Murphy/President D'Eon

**Carried**

Member Moellenbeck stated that Open Educational Resources Week will be starting on March 5, and that there will be an Open Textbook Information Session taking place on March 6, where students can learn how to advocate to their professors about getting open textbooks.

VP Lau announced that the Women in Leadership will be taking place on March 8 at Louis' Loft.

Councillor Trudel stated that their Bed Push Fundraiser is currently underway, and that they have raised \$15,000 of their \$30,000 goal.

## **9. Adjournment**

**Executive Meeting  
Minutes for March 5, 2018**

**Present:** President D'Eon, VP Kapacila, VP Quan, VP Lau, GM Cottrell

**1. Call to order**

The meeting was called to order at 11:40 am.

**2. Quorum**

Quorum was present

**3. Roundtables:**

**President D'Eon:**

**VP Kapacila:**

**VP Quan:**

Feb. 25th - March 3rd

Ongoing projects

- Open textbook week
  - Information session taking place March 6th, 2:00pm at Council Chambers led by Heather Ross of the Gwenna Moss Centre for Teaching and Learning
  - \$50 approved for pizza
  - Facebook event made for the event
- Campus legal services
  - Promotional material finalized and approved
  - MOU being looked over by CLS - draft to be given back for further changes by the end of the month

Weekly tasks

- CFCR - Councillor Simons recorded an episode
- Academic grievances - no new grievances, 8 current active grievances

Events and meetings

- Teaching Excellence Award surveying
- BRT Consultation
- Academic Programs Committee
- Undergraduate Project Symposium debriefing
- Shine a Light gala
- Aboriginal Track and Field fundraiser
- International Mother Tongue event

**VP Lau:**

Women In Leadership  
Emailed all panelists for confirmation  
Asked for Biography  
Connecting with Deena @ Sponsorship  
Connecting with Women's Centre @ EBSS for decorations  
Assigned shifts for tunnel  
Made and Printed out tunnel questions  
Making draw box & name tags  
Connected with Loft about snacks!  
Connected with Alumni Association for their achievements and histories

Sustainability Clothing Swap  
Met with 5 Days for the Homeless  
Setting up clothing Swap for March 7~9th  
Comm request for clothing swap posters  
Assigning shifts for tables

International day against Racism  
Emailed ISC about the partnership  
Adding it onto Global Village

Global Village  
Met with Jordan  
Approved posters  
Connected with DJ  
meeting with Student groups  
Organizing performances

One Day For Students  
Setting up for presentation @ Council

Alumni Skating Party  
Communicating with Alumni Association to organize event  
Talking to Tyler @ PAC about skates situation  
Communicating with Austin & Gif about the rink, maintenance

Meetings:  
Parking services & transportation meeting  
Parking issue @ Residence  
-Car sharing (Zip)  
2 cars in the residence area (College Quarter)  
-BRT  
Rate:  
Flat increase of monthly parking for all students/ staff go up for \$5 per month  
All meters \$3/hr  
Pumping the Louis Loop parking to 4 hours, but \$3/hr  
Merlis Belsher Parking (beside Lot 15)

Sustainability Committee

Reminder of Attendance  
Prepping Annual Report  
Approved \$2000 funding for Enactus

President's Office of Sustainability Council  
Addressed "Farming with the Sun" 's presentation  
Trouble with tracking STAR system

Centres meeting  
Emailed Centre Coordinators about the importance of these awards  
Made a decision during centres meeting

Others:  
Shine A Light Gala  
ISSAC Canada Night  
Drag Show  
International Mother Language Day Gala

#### **4. Business**

##### 4.1 StudentCare fee reduction

The Executive discussed reducing the student fees for the Health and Dental Plan, as the new premier stated that he would remove the PST from insurance claims. They decided that they will keep the increase at 5%, which means that no money has to come out of our reserves.

##### 4.2 Stress Less Event

VP Lau stated that Peer Health Mentors wants to use the North Concourse for their Stress Less Event during finals. The Executive agreed that they do not need to pay for the space booking.

##### 4.3 Women in Leadership

VP Lau stated that the Women's Centre and she will split the costs of the snack for this event.

President D'Eon suggested spending more on the food so they can get hot appetizers. The Executive agreed.

VP Kapacila suggested spending \$300 on food.

Move to cover \$300 for snacks for this event.

**EXECMotion035:** VP Lau/President D'Eon

**Carried**

##### 4.4 DJ Money

VP Lau stated that for Global Village, they want a DJ after 9. She is asking for \$200 for the DJ.

Move to fund \$200 for the DJ.

**EXECMotion036:** VP Lau/President D'Eon

**Carried**

#### 4.5 Strategic Directions

Sheldon will include this document for the package.

#### **5. Adjournment**

The meeting was adjourned at 12:08 pm.

## INTRODUCTION

The Government of Saskatchewan announced (Feb. 2018) that they will be removing the 6% PST from H&D insurance premiums. This impacts the projected Plan premium and Plan cost for the following year.

Below we have provided the updated numbers to show how this change will impact the Plan.

## PLAN COST ANALYSIS

<b>2017-2018 CLAIMS ANALYSIS</b>	<b>Health</b>	<b>Dental</b>	<b>Total</b>
Paid Claims (September 2017 through December 2017)	\$366,008.84	\$286,157.95	\$652,166.79
Ratio to Project Claims to Year End	33%	37%	
2016-2017 Projected Paid Claims (through August)	\$1,104,986.81	\$781,333.28	\$1,886,320.10
IBNR adjustment	\$8,611.02	\$9,810.89	
2017-2018 Projected Incurred Claims (through August)	\$1,113,597.83	\$791,144.17	\$1,904,742.01

<b>2018-2019 PLAN COST ANALYSIS</b>	<b>Health</b>	<b>Dental</b>	<b>Total</b>
2017-2018 Projected Paid Claims (through August)	\$1,113,597.83	\$791,144.17	\$1,904,742.01
Enrolled Units	9,730	9,685	
Projected Claims per Enrolled Unit (2017-2018)	\$114.45	\$81.69	\$196.14
Inflation Trend	5%	4%	
Projected Claims per Enrolled Unit (2018-2019)	\$120.17	\$84.95	\$205.13
Insurer Claims Administration	\$4.81	\$3.40	\$8.21
Insurer General Admin, Risk Charge & Premium Tax	\$9.77	\$6.91	\$16.68
Plan Administration (Studentcare)	\$9.50	\$9.50	\$19.00
Accidental Death & Dismemberment (Pooled Benefit)	\$1.68	-	\$1.68
Travel (Pooled Benefit)	\$6.00	-	\$6.00
<b>Projected Annual Premium</b>	<b>\$151.93</b>	<b>\$104.76</b>	<b>\$256.69</b>
<b>Current Plan Premium After Tax</b>	<b>\$146.15</b>	<b>\$100.49</b>	<b>\$246.64</b>
Difference between Current & Projected Plan Premium	(\$5.78)	(\$4.27)	(\$10.05)
<b>Projected Change in Premium</b>	<b>4%</b>	<b>4%</b>	<b>4%</b>

## PLAN FEE ANALYSIS

<b>Projected Plan Premium (2018-2019)</b>	\$151.93	\$104.76	\$256.69
University Admin Fee 1%	\$1.38	\$1.12	\$2.50
<b>Projected Total Costs (2018-2019)</b>	<b>\$153.31</b>	<b>\$105.88</b>	<b>\$259.19</b>
<b>Confirmed Plan Fee (2018-2019)</b>	<b>\$138.22</b>	<b>\$111.95</b>	<b>\$250.17</b>
Difference required from SFOD per member	\$15.09	(\$6.07)	\$9.02
Total difference required	\$146,855.35	(\$58,825.87)	\$88,029.48
<b>Current SFOD Balance</b>			<b>\$225,507.00</b>

## PLAN FEE CALCULATIONS

<b>No Increase</b>		<b>\$138.22</b>	<b>\$111.95</b>	<b>\$250.17</b>
Difference required from SFOD	\$ 15.09	\$ (6.07)	\$ 9.02	
Total amount required from SFOD	\$ 146,855.35	\$ (58,825.87)	\$ 88,029.48	
Amount remaining in SFOD			\$ 137,477.52	
<b>1% Plan Fee Increase</b>	<b>\$ 139.60</b>	<b>\$ 113.07</b>	<b>\$ 252.67</b>	
Difference required from SFOD	\$ 13.71	\$ (7.19)	\$ 6.52	
Total amount required from SFOD	\$ 133,406.80	\$ (69,668.55)	\$ 63,738.25	
Amount remaining in SFOD			\$ 161,768.75	
<b>2% Plan Fee Increase</b>	<b>\$ 140.98</b>	<b>\$ 114.19</b>	<b>\$ 255.17</b>	
Difference required from SFOD and/or Reserve Fund	\$ 12.33	\$ (8.31)	\$ 4.02	
Total amount required from SFOD	\$ 119,958.24	\$ (80,511.23)	\$ 39,447.01	
Amount remaining in SFOD			\$ 186,059.99	
<b>3% Plan Fee Increase</b>	<b>\$ 142.37</b>	<b>\$ 115.31</b>	<b>\$ 257.68</b>	
Difference required from SFOD and/or Reserve Fund	\$ 10.95	\$ (9.43)	\$ 1.51	
Total amount required from SFOD	\$ 106,509.69	\$ (91,353.91)	\$ 15,155.78	
Amount remaining in SFOD			\$ 210,351.22	

## MOVING FORWARD

The USSU Plan Fees are currently set as follows for the 2018-2019 Plan Year (representing a 5% Plan Fee increase):

**Health: \$145.13**

**Dental: \$117.55**

**Total: \$262.68**

The current fee would create the following situation:

<b>5% Plan Fee Increase</b>	<b>\$ 145.13</b>	<b>\$ 117.55</b>	<b>\$ 262.68</b>
Difference required from SFOD and/or Reserve Fund	\$ 8.18	\$ (11.67)	\$ (3.49)
Total amount contributed to the Reserve Fund	\$ (79,612.58)	\$ 113,039.27	\$ 33,426.69)

Given that the USSU still has a large amount left in the SFOD and as a healthy Reserve Fund, it is recommended that the USSU investigate the possibility of reducing the fee increase to a more sustainable amount for the 2018-2019 Plan year.

Strategic Directions for the  
University of Saskatchewan Students' Union  
2018  
Prepared by the Senior Management Team

## Introduction

The University of Saskatchewan Students' Union Mission Statement states, in part, that we "exist to represent, serve, and support the academic and non-academic needs of undergraduate students of the University of Saskatchewan. To that end, and in an evolutionary process, the SU has grown in scope and sophistication into the complex and broad-based organization of today. Governed by four elected students, in concert with representatives from College and Constituency groups, the USSU is operated by a senior management team and roughly 140 professional and student employees so while significant direction comes from the student leaders, the day-to-day operations of the organization resides elsewhere. Student Unions, which emerged from Student Representative Councils, are not unions in the sense that Labour Unions understand. Rather, the term union refers to the act of unifying, of bringing students together. Student unionism is based on three principal pillars: governance, services, and operations. Yearly change of the organization's governors means that operational or strategic plans must be flexible, and managers and staff must be nimble in responding to the platforms of new Executive and Council members.

With this in mind, below is the intended strategic direction for the USSU for the 2018-2019 fiscal year. Rather than basing the plan on specific departments this year's version is presented based on themes, rather than individual areas.

## Sustainability

The USSU has prided itself in being a leader in Sustainability over the past decade or so, particularly as we achieved LEED Silver for the renovation of Place Riel and undertook significant upgrading to the MUB. Sustainability is of crucial importance to us but now with less emphasis on bricks and mortar and more on programs.

In particular one of our 2018-19 initiatives to serve and support students will take place via the Food Centre. A recent article in the Journal of Hunger & Environmental Nutrition suggests that while there is some pervasive, if low-level, hunger among undergraduate students, few of them are accessing available on-campus resources. Clearly identified as one of those resources is the Food Centre. In January of 2018 we were very fortunate to receive a gift of \$7500.00 from the University of Saskatchewan Parking Office and with that we are going to create the infrastructure necessary to adjust the focus from dependence on the Saskatoon Food Bank to providing more immediate assistance to those in need. The grant will allow us to purchase infrastructure while an increase in budget will allow us to provide, on-site, emergency food hampers. The Food Centre Coordinator will track metrics so that we can do appropriate analysis throughout the year.

Louis' has also been working to maximize sustainable options. The operation has long used compostable take-out containers and the Loft uses compostable coffee cups. Recently we have eliminated the use of straws unless requested to provide them, in which case they will be compostable. Plastic straws are gone. We are really pleased to be using local draft beers, produced in Saskatchewan and in the summer we will again purchase produce grown on our very own campus by the Horticulture Club. All the Loft coffee is locally roasted by Saskatoon companies and coffee in Louis' is fair trade certified.

We have been very fortunate over the past ten years to have had access to a student funded Infrastructure Fee. This fee has allowed us to invest in a renovation and expansion of Place Riel and to manage the repayments on money borrowed for this purpose. It has also enabled us to replace worn out elevators and equipment, and throughout 2017 and 2018 to do significant work to the MUB and to replace furniture and fixtures both in MUB and Place Riel. Presently, and over the course of the next couple of years, while there are no particularly large projects proposed, we would like to continue updating worn out furniture in the Centres and North Concourse and take care of some of the smaller items which have been left to the side during larger renovations – the south, inside doors in Place Riel and the west doors in MUB. We would also like to examine the possibility of rebuilding the cabana on the MUB deck. The total expenditure which would be required from Infrastructure is not yet known but once this information has been gathered, and in the fall when Council is sitting, we will bring forward a request with pricing included.

On the theme of financial sustainability, we continue to endorse our strong commitment to paying staff at appropriate levels for local conditions and for the work they do for the organization. This is part of the broader commitment to fair pay and constructive conversations between managers and their direct reports which occurs prior to the end of May, and again before the end of October. We will also be negotiating a new Collective Agreement with in-scope staff to take effect (retroactively or not) for May 1, 2018. These mechanisms, in concert with the provincial government's current commitment to raise minimum wage each October, necessitate careful planning of staffing levels to maximize equity while carefully managing the percentage of budget dedicated to staffing, currently at 54%. We will also continue to monitor the overall financial health of the organization very closely. At present the USSU is in an excellent financial position as a result both of good management and an increase in the number of undergraduate students attending university. Having said that, in October the senior management team is booked to do a full review of the budgeting processes and to undertake a predictive process by projecting revenues and expenses out to 2023. This will then be taken for information to the Budget and Finance Committee.

### Service

A second theme of 2018-19, but also one which exists permanently, is service. Our mandate is to serve students. The fee for service programs which the USSU operates – U-Pass and Health and Dental – have procedures and processes attached to them and because they involve third party providers there are agreements and guidelines to which we must adhere. The programs continue to provide exceptional value for the money and are of significant benefit to large numbers of our members. Only with the avowed desired of members to make change, manifested through referenda, would these programs cease to exist. The U-Pass program is governed by an agreement with the City and so changes to it are not advised, especially since the cost remains very low. The Student Health and Dental Plan is not up for tendering until 2021 but in the interim we are recommending to the Executive that a comprehensive review of service offerings take place to ensure that we are providing what students are seeking.

The service side of the USSU is also manifested elsewhere. Traditionally we have divided this into three areas. Those which do not generate revenue such as Safewalk, the Pride, Help, Food,

and Women's Centres. Those which have revenue generation – Information Centre, XL Print and Design, Studentcrew, and Louis'/Louis' Loft; and, Facilities which generates revenue from tenants rather directly from clients. These divisions have some degree of arbitrariness about them but they do allow us to track distinct sources of revenue. At this juncture there is no plan to make significant modifications to any of these areas since all appear to be working to the best advantage at the moment. We will continue to monitor very closely the costs associated with all of them but with the exception of XL, Information Centre, and Facilities none generate an excess of revenue over expenses.

### Governance

The USSU is governed in a general sense by the Non-Profit Corporation Act, and more specifically by the USSU Bylaw and a series of policies. Operational policies include HR, Space Rental, Communications, Expenditure with the others relating much more specifically to the Executive and Council and the way in which they conduct business. Over the years these documents have been rigorously upgraded and made coherent, each with the other, and each year the incoming Executive is walked through them to ensure they have a clear understanding thereof.

Nonetheless, we have a number of bits and pieces which could reasonably be pulled together into some form of internal documentation that is not reliant on the collective memory of long term employees. Senior managers will create a procedures manual over the course of the year, notably to support the Executive's Human Resources Policy. Additionally, the senior managers will be asking how we can truly make our monthly staff meetings meaningful, and the Senior Managers and Executive are working on a process to make USC committees more effective and more manageable for all participants. This will involve better orientation and some policy documents to enhance transition and function.

### Conclusion

The USSU fills a critical role on campus and the combined efforts of student leaders and USSU staff, all working toward the fulfillment of our Vision, Mission, and Values, help ensure that we are providing students with the best possible student experience. This is made possible by forward planning, by careful financial management, by an open, responsive structure, and by a long term, highly skilled, and very stable staff.

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Caroline Cottrell, General Manager  
Stefanie Ewen, Facilities Manager  
Amanda Mitchell, Controller  
Jason Kovitch, Business and Services Manager  
Jason Ventnor, Communications and Marketing Manager

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25	Feb. 1	Feb. 8	Mar. 1		
Abbasi, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R	P	P	R		
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P	P	P	P		
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P		
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	P		
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R		
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R	P	P	P		
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P		
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P	P	P	P		
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P		
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P	P	R	P		
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P	P	P	A		
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	R		
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P	P	P	P		
Thomson, Emma	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	R		
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P	P	P	R		
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	P		
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P	P	R	P		
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P		
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P		

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda  
March 29, 2018  
Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes - March 8, 2018**
  - 3.2. Executive Committee**
  - 3.3. Academic Affairs Committee Minutes and Report – February 27, 2018**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report – March 2, 2018**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report – March 21, 2018**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. Mental Health Services**
  - 5.2. MOU with Campus Legal Services**
  - 5.3. General Academic Assembly**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, March 8, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Aidan Murphy, Arts and Science  
Madison Nagel, Education  
Kylie Phillips, Arts and Science  
Aliya Abbasi, Nursing  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Erika Erlandson, Engineering  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business  
Brent Kobes, STM  
David D'Eon, President  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Darcy Dumont, Law  
Noah Koh-Steadman, Engineering  
Mack Gill, Kinesiology  
Brian Trinh, Medicine  
Mason Cameron, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Emma Thomson, WCV

**Also present**

Scott Hitchings, Chairperson  
Caroline Cottrell, General Manager

**Regrets**

Christy McPherson, Dentistry  
Madison Nagel, Education

**Absent**

Kiefer Roberts, Indigenous Students

**Guest List**

Jacob Reaser  
Jessica Klassen-Wright  
Autumn Tuttroen  
Austin Roesslein

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis. He recognized that learning took place on this land prior to the establishment of this institution.

The agenda was adopted.

## **2. Introductions**

President D'Eon introduced member Jessica Klassen-Wright from the Sheaf. He also introduced Autumn Tuttroen, Jacob Reaser, and Austin Roesslein.

## **3. Minutes and Reports**

**3.1 USC Minutes – March 1, 2018**

**3.2 Executive Committee – March 5, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion098:** VP Quan/Councillor Dumont

**Carried**

## **5. Council Address**

**5.1 Furniture and Infrastructure Update.**

GM Cottrell stated that she wanted to give an update on the Memorial Union Building renovations. She presented some pictures of the update, including the new ceiling feature in the staircase to Louis' Loft. She noted that the update to the Loft fireplace still needs to be completed and that it has been difficult to find a time to do this. She noted that there will be a plaque that will commemorate two graduates of the University of Saskatchewan who fell in the line of duty, one in the Korean War, and one in the war in Afghanistan. They will dedicate these plaques on November 11, 2018. She stated that the project is under budget.

Councillor Murphy asked if the hexagonal shape of the ceiling in the staircase to the Loft was a reference to GM Cottrell's status as Queen Bee?

GM Cottrell stated that this was not intentional, but that she will take credit for it.

GM Cottrell stated that the USSU has been receiving positive feedback about the new furniture in Place Riel.

Councillor Murphy stated that the new furniture looks awesome, and he stated that the Women in Leadership event that VP Lau organized went great.

## **6. Business**

### **6.1 Strategic Plan**

GM Cottrell stated that she circulated the Strategic Directions document that the Senior Managers created. She noted that they did not write a Strategic Plan, as these are meant to coincide with budgets, and that this is difficult as the outgoing Executive creates the Budget for the incoming Executive. She noted that under Sustainability, they tried to think of ways they can address student hunger. She stated that VP Lau ran a platform of getting rid of parking tickets; even though this was not possible, Parking Services gave a donation to the USSU for \$7,500. They are going to use the \$7,500 in the Food Centre, to buy infrastructure (fridges and freezers), and they are going to work to fulfill the immediate needs of students who are hungry, as opposed to waiting for emergency food hampers from the Food Bank.

Move to endorse the Strategic Directions document.

**USCMotion099:** President D'Eon/VP Quan

**Carried**

### **6.2 Budget**

Chairperson Hitchings noted that the motion had been made last week to accept the budget, and that they will be continuing the debate on it.

VP Kapacila thanked Council for listening to her presentation last week. She stated that she has worked 30 hours on it, and that she worked closely with the Budget and Finance Committee. She is looking forward to hearing from students and approving the Budget.

Councillor Samson stated that her constituency group approved of the proposed changes, and she stated that she was happy with the Budget. She thanked VP Kapacila and BFC for their work on the Budget.

VP Lau asked if everyone brought the Budget back to their constituency groups?

Chairperson Hitchings noted that many Councillors nodded their heads.

**Carried**

### **6.3 Tabled Motion**

Chairperson Hitchings noted that there was a tabled motion last week, and that they will continue the debate.

President D'Eon reminded Council that the tabled motion was to support in spirit the post that was made by the Indigenous Students' Council. He stated that the Executive had reached out to President Ratt-Misponas to attend this meeting, but that he could not make

it. He asked that Council table the motion indefinitely until President Ratt-Misponas can attend Council.

Move to table this motion indefinitely.

**USCMotion100:** President D'Eon/VP Quan

**Carried**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

Councillor Trudel stated that the Agriculture Students' Association donated \$43,000 to TeleMiracle. She stated that Foam on the Range is coming up on March 16<sup>th</sup>, and the ASA typically donates \$30,000 from this to local charities. She also stated that the ASA has started a column in the Sheaf.

Councillor Phillips acknowledged that it was International Women's Day, and she thanked all the women who took the time to run for their position.

Councillor Murphy apologized for bringing the motion forward last week when many Councillors were unaware of the circumstances. He stated that he would like to keep the motion on the top of everyone's mind. He stated that Indigenous students have always been negotiated too and stated that Council should negotiate on the terms of Indigenous students.

VP Kapacila stated that the Engineering students have challenged the ASA, by also holding a Car Smash event.

Councillor Samson asked Chairperson Hitchings when he will bring his daughter to Council?

Chairperson Hitchings stated that his daughter is typically in bed at the time that Council is in session.

Member Klassen-Wright asked about the motion last week. She noted that VP Kapacila stated that they could not discuss the motion at the previous meeting, due to the legal ramifications that it will have for the organization. She noted that this contradicts the USSU's Free Speech Policy. She asked if the ISC's Call to Action is exempt from the Free Speech Policy, and if there had been any consultation with the USSU's lawyer to provide the rationale for this argument?

GM Cottrell stated that the USSU has been consulting with their lawyers. She stated that she would be able to go over the legal ramifications, but that it would be lengthy.

President D'Eon stated that the last council social is taking place on March 29.

VP Lau noted that March 29 is Queen Bee's birthday. She thanked the Executive, and the Student Affairs committee for their work on putting together the Women in Leadership event. She stated that on March 14 is One Day for Students and March 15 is Global Village.

Councillor Samson asked if minors would be allowed in Global Village?

VP Lau stated that this event is open to all ages.

## **9. Adjournment**

**Academic Affairs Committee Meeting  
Minutes for February 27, 2018**

Present: Jessica Quan, Sheldon Moellenbeck, Christian Pollock, Rina Sthankiya  
Absent: Kiefer Roberts, Shafa Virani

**1. Call to order**

The meeting was called to order at 9:30 am.

**2. Business**

2.1 Teaching Excellence Awards

We went over the surveying process.

2.2 Experience in Excellence Awards

Went over the ceremony. Committee members are expected to attend the ceremony, which is taking place on March 25 at 1:30 pm. They will be presenting the Teaching Excellence Award Winners with their awards.

2.3 Open Educational Resources Week

VP Quan announced Open Educational Resources Week will be beginning of March 5. She explained how the Gwenna Moss Centre helps professors implement open educational resources in their classes. On March 6 at 2 pm, there will be a session led by Heather Ross from the Gwenna Moss Centre, where she will talk about how to access open textbooks. The session will be taking place in the Roy Romanow Room, and there will be free pizza provided. She stated that she will be making certificates of recognition for professors who have used open textbooks this year. She also stated that there will be an infographic in the arts tunnel that will display how much money students save every year due to the implementation of open textbooks.

**3. Adjournment**

The meeting was adjourned 10:00 pm.

**Elections Committee Meeting  
Minutes for March 2, 2018**

**Present:** CRO Gillian Gough, ACRO Darcy Dumont, Councillor Alexandria McMillan, Councillor Erika Erlandson, SAL Jazmin Evers, and Jason Ventnor as the General Manager's Designate

**1. Call to order**

The meeting was called to order at 4:05 pm.

**2. Quorum**

Quorum was present.

**3. Business**

3.1 Presentation of the Mandatory Procedures Meeting for the 2018 General Election

- Candidates were called in at 4:31 pm.
- The procedures, Bylaws, and Elections Policy were presented to the Executive, Council, and Senate Candidates.
- Candidates were asked if they had any questions regarding the election.
  - o Answers were provided.
- The Mandatory Procedures Meeting ended at 4:55 pm.

3.2 Ratification of Candidates (Pending Approval of Academic Checks)

- **MOTION:** A motion to ratify the candidates was put forward by Councillor McMillan.
  - o Seconded by Councillor Erlandson
- **PASSED:** Unanimous approval

**\*NOTE:** Final academic checks were completed March 7, 2018. All candidates were approved.

**4. Adjournment**

The meeting was adjourned at 5:03 pm.

Room 110, 1 Campus Drive  
University of Saskatchewan  
Saskatoon, Saskatchewan  
S7N 5A3



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**University of Saskatchewan Students' Union  
Sustainability Committee**

Date: March 21st, 2018

Time: 4:30pm

Location: Council Chamber

**Members:** Keana Trudel, Noah Koh-steadman, Matt Wolsfeld, Stefanie Ewen, Sydney Boulton, Crystal Lau, Kyler Muir, Deena Kapacila, Mack Gill, Robin Steeg

**Present:** Crystal, Noah, Sydney, Kyler, Keana, Stephanie, Matt

**Absent:**

**1. Call to order**

The meeting was called to order at 4:31

**2. Quorum**

Quorum was present

**3. Business**

3.1

Approval of Agenda

- motioned by Crystal, seconded by Noah

3.2

Funding Presentations

3.2.1

Hand Rehabilitation Glove

Funding Requested: \$2415.59

- Sask Invent
  - All colleges, primarily engineering
- Hand Rehab Project

- Individual in car accident, severed tendons
- Needed to stretch tendons to heal, had an outdated piece of equipment
- Approached to create a more functional piece of equipment that was useful and safe
- Soft robotics
- About to start making a prototype in the summer
- Funding to help move from the idea / proof of concept to prototype
- 6 members working on the project
- Timeline
  - Started working on the project last year
  - Currently have a proof of concept, have one digit working
  - Want to move to a full prototype
  - Would like to have a full prototype completed by the **end of summer**
- Sustainability Aspects
  - Have to drive to the hospital for physiotherapy, want to build a user interface that allows you to do this at home
  - Sustainable materials
  - Avoiding lead acid batteries
  - Plug into the wall, can last for decades
  - Small amount of electricity
  - Regulations in medical industry require disposable materials, wanted something that wouldn't be disposable

### 3.2.2

Page Turner

Funding Requested: \$1500

- Approached by a patient with MS
- When someone lacks movement to turn pages, have to resort to an e-reader
- Device allows patient to press a button that will trigger the turn of a page
- Sustainability aspects
  - Wood materials
  - 5 small motors, some plastic
  - Better for the environment than a tablet
  - One of the only student groups in Eng. that focuses on other disciplines
  - Community building

### 3.2.3

Bee a Beeliever

Funding Requested: \$250 / \$150

3.2.4

Momentum Planning Conference

Funding Requested:\$2983

3.2.5

BAM (borrow a mug)

Funding Requested: \$180

3.3

Approve Fundings

3.3.1

**Crystal moves to approve up to \$1830.67 for the Hand Rehabilitation Glove and Page Turner for SaskInvent, payable on receipt. Kyler Seconds. (Motion 13)**

**Result: Motion passes unanimously**

3.3.2

**Keana moves to approve up to \$500 for the MOMENTUM student planning conference to fund five speakers. Crystal seconds. (Motion 14)**

**Result: Motion passes unanimously**

3.3.3

**Sydney moves to approve \$200 for Bee A Beeliever to purchase all submitted budget items payable upon receipt. Mac seconds. (Motion 15)**

**Result: Motion passes unanimously**

3.3.4

**Noah moves to approve \$50 to Borrow A Mug (BAM) for all submitted budget asides except food. Crystal seconds. (Motion 16)**

**Result: Motion passes unanimously**

3.4

- Crystal to speak to Pres. Stoicheff regarding requesting additional funding for next year's committee.

- Final meeting will be a social event set for Wed. March 28 at 4:30 at Louis'

#### **4. Adjournment**

The meeting was adjourned at 6:00pm

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25	Feb. 1	Feb. 8	Mar. 1	Mar. 8	
Abbasi, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R	P	P	R	P	
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P	P	P	P	P	
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P	P	
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	P	P	
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P	
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R	P	P	P	P	
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P	P	
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P	P	P	P	P	
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P	P	
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P	P	R	P	R	
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P	P	P	A	A	
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	R	P	
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P	P	P	P	P	
Thomson, Emma	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	R	P	
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P	P	P	R	R	
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	P	P	
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P	P	R	P	P	
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P	P	
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted

**University Students' Council Agenda**  
**April 5, 2018**  
**Roy Romanow Student Council Chamber**

- 1. Adoption of the Agenda**
- 2. Introductions**
- 3. Minutes and Reports for Information**
  - 3.1. USC Minutes – March 29, 2018**
  - 3.2. Executive Committee**
  - 3.3. Academic Affairs Committee Minutes and Report**
  - 3.4. Appointments Committee Minutes and Report**
  - 3.5. Code of Ethics Disciplinary Tribunal Minutes and Report**
  - 3.6. Elections Committee Minutes and Report – March 22, 2018**
  - 3.7. External Affairs Committee Minutes and Report**
  - 3.8. Budget & Finance Committee Minutes and Report**
  - 3.9. Indigenous Student Affairs Committee Minutes and Report**
  - 3.10. International Student Affairs Committee Minutes and Report**
  - 3.11. Student Affairs Committee Minutes and Report**
  - 3.12. Sustainability Committee Minutes and Report**
  - 3.13. Association of Constituency President Minutes and Report**
- 4. Motions Arising from the Minutes and Reports**
- 5. Council Addresses**
  - 5.1. MOU with Campus Legal Services**
- 6. Business**
- 7. Any Other Business**
- 8. Questions, Comments, and Announcements**
- 9. Adjournment**

University Students' Council  
Minutes for Thursday, March 29, 2018

**Present**

Deena Kapacila, VP Operations and Finance  
Aidan Murphy, Arts and Science  
Madison Nagel, Education  
Kylie Phillips, Arts and Science  
Aliya Abbasi, Nursing  
Jessica Quan, VP Academic Affairs  
Alexandria McMillan, Pharmacy and Nutrition  
Christy McPherson, Dentistry  
Madison Nagel, Education  
Erika Erlandson, Engineering  
Gabe Simons, Edwards School of Business  
Kary Shen, International Students  
Austin James Heintz, Edwards School of Business  
Brent Kobes, STM  
Kiefer Roberts, Indigenous Students  
David D'Eon, President  
Crystal Lau, VP Student Affairs  
Keana Trudel, Agriculture and Bioresources  
Darcy Dumont, Law  
Noah Koh-Steadman, Engineering  
Mack Gill, Kinesiology  
Brian Trinh, Medicine  
Mason Cameron, Agriculture and Bioresources  
Kirsten Samson, Arts and Science  
Emma Thomson, WCVM

**Also present**

Scott Hitchings, Chairperson  
Caroline Cottrell, General Manager

**Regrets**

**Absent**

**Guest List**

Jacob Reaser  
Lyndsay Afseth  
Jack Thompson  
Tanner Bayne  
Peter Hedley  
Patti McDougall  
Domnick Lucuyk  
Isho Shamo  
Regan Ratt-Misponas  
Mackenzie Paradzik  
Monica Iron

The meeting was called to order at 6:00 p.m.

## **1. Adoption of the Agenda**

Chairperson Hitchings stated that the meeting is taking place on Treaty 6 Territory and the Homeland of the Metis. He recognized that learning took place on this land prior to the establishment of this institution.

Move to adopt the agenda.

**USCMotion101:** VP Quan/President D'Eon **Carried**

## **2. Introductions**

President D'Eon introduced member Lyndsay Afseth, Jack Thompson, and Tanner Bayne from the Sheaf. He also introduced Jacob Reaser, Dominick Lucyk, Isho Shamo, Regan Ratt-Misponas, Monica Iron, and Mackenzie Paradzik. He introduced Peter Hedley and Patti McDougall from the University and noted that they would be presenting.

## **3. Minutes and Reports**

- 3.1 USC Minutes – March 8, 2018**
- 3.3 Academic Affairs Committee Minutes and Report – February 27, 2018**
- 3.6 Elections Committee Minutes and Report – March 2, 2018**
- 3.12 Sustainability Committee Minutes and Report – March 21, 2018**

## **4. Motions Arising from Minutes and Reports**

Move to accept the minutes and reports into the official record.

**USCMotion102:** VP Quan/VP Kapacila **Carried**

## **5. Council Address**

### **5.1 Mental Health Services**

Move to go into informality for the duration of the presentation.

**USCMotion103:** President D'Eon/VP Kapacila **Carried**

Peter Hedley stated that he would be presenting on student mental health. He noted that there was a survey that went out to students in 2013 and 2016. One of the questions on the survey asked students to rate their own mental health. He noted that the reported health has been deteriorating. The rates of accessing mental health services are very high at the Student Wellness Centre. The rates of diagnosis of anxiety have gone up drastically in the last few years.

He reported that the University had begun working on a Wellness Strategy about two years ago. They are working to put more resources in prevention and proactive measures, as opposed to reactive strategies. He stated that students might now know that there is a

Student Affairs and Outreach team, which is made up of social workers. They handle crisis services as well as the mental health intake processes. He noted that they have new staff members at the Wellness Centre, including a Crisis manager.

He reported that the new Wellness Strategy is working. By the end of this academic year, the University will have helped around 25-30% of the student population with regard to mental health services. He also stated that they have reduced wait times. He noted that the amount of prevention work has significantly increased over the past few years. He presented graphs showing how the mental health services have been utilized. He noted that much of the mental health issues that students go through are due to situational factors. He stated that 90% of the students who come to access the services are able to receive help at the Wellness Centre.

He reported that they have brought in new resources, and that they are working well; however, he reported that the University does not have the funds to keep the services available. That being said, they are still looking at how they can better serve the student population. For example, they are talking about having an Indigenous student support worker as well as a worker who outreaches to students living in residence. They also want to increase capacity for the support services by adding half roles to some departments, such as adding another half role of a dietician. They also want to expand services to their distributed campuses.

Patti McDougall stated that the long wait times have been a high priority issue for a while at the University. She stated that she hopes that students are aware that the University has a better model as a result of the Wellness Strategy. She emphasized that the University is pursuing how better to better serve Indigenous students and Huskie athletes.. She noted that although they have improved the services provided, they are still considering how they can improve them further and make them more accessible to students.

Member Ratt-Misponas asked if Peter Hedley could speak more about the Indigenous student support worker?

Peter Hedley stated that this is something that the University is still exploring and that they will consult students about it.

Member Ratt-Misponas stated that he was worried that Indigenous students were not consulted about this and asked for there to be consultation in the future.

Patti-McDougall stated that they will consult with students. She also stated that they when hiring counsellors, they have been trying to find someone who has experience in traditional Indigenous ways of knowing.

Councillor Murphy asked if the University had considered partnering with community organizations in order to help increase capacity for mental health services?

(Response was given with the microphone off)

VP Kapacila asked if Patti McDougall could speak about the work that has been done in regard to moving academic programming into the Wellness Strategy?

(response was given with the microphone off)

(silence)

Councillor Phillips stated that the University's efforts are working. She explained that in one of her classes, the professor allowed the students to write the syllabus, as well as promoting the mental health services on campus.

Patti McDougall stated that the whole Wellness Strategy began through talking with students, and having students give suggestions on how services could be improved.

President D'Eon thanked Peter Hedley and Patti McDougall for coming and speaking to Council.

## **5.2 Campus Legal Services**

VP Quan stated that she will be presenting an MOU between the USSU and Campus Legal Services at the next Council meeting.

## **5.3 General Academic Assembly**

President D'Eon stated that it is important for Councillors to attend the General Academic Assembly. He stated that President Stoicheff would be presenting a State of the University Address.

## **6. Business**

## **7. Any Other Business**

## **8. Questions, Comments, and Announcements**

VP Kapacila stated that the Executive has a meeting with the Provost, Tony Vanelli, to look at a five-year framework of tuition. This will allow for students to know what tuition will cost for five years after they start University.

VP Lau reported that the Rink in the Bowl had officially closed and that they will be waiting for the ice and snow to melt before they pack it away.

VP Quan recognized Councillor Samson for winning the Vera Pezer Student Enhancement Award for Volunteerism, and Councillor Dumont for winning the Vera Pezer Student Enhancement Award for Member of Student Council at the USSU's Experience in Excellence Awards.

Member Lucyk stated that the USSU is sponsoring and promoting Pro-Choice Awareness week. He stated that the USSU should strive to represent the entire student body and not pick one side on a political issue. He stated that he was disgusted that any portion of his student fees went to the proliferation of this awareness week.

Chairperson Hitchings stopped Member Lucyk to request that he speak to Council with respect.

Member Lucyk stated that as a student at the U of S who is against the murder of the unborn, he urged that the student union cancel any future promotion or pro-choice campaigns, issue an apology, and reprimand all those in support of “genocide”.

VP Lau state that Pro-Choice campaigns strive to promote bodily autonomy for women.

VP Kapacila stated that among ratified Campus Groups there is a Pro-Life group; however, she stated that the USSU recognizes that women have a Charter right to have control over their bodies. She stated that the USSU will continue to support this right.

President D’Eon wished GM Cottrell a happy birthday.

Councillor Phillips stated that the ASSU is having their annual Talent Show on April 3<sup>rd</sup>, and that the top prize is \$300.

Councillor Murphy stated that VP Quan will be a judge at the Talent Show.

Member Iron stated that the Dean of Education came to the Education Student Society meeting, and she was wondering if there would be a way to have similar resources that the Wellness Centre has, as Education students are far away from the Wellness Centre?

VP Kapacila stated that it is important to acknowledge GM Cottrell’s legacy, explaining that she is a proud feminist, and activist. She stated that GM Cottrell was a Dean of a College in the past and stated that GM Cottrell is probably the most overqualified general manager of a students’ union. She gave GM Cottrell a shout out for standing up for what she believes in.

GM Cottrell stated that she is very grateful for her experience being a General Manager.

## **9. Adjournment**

**Election Committee Meeting  
Minutes for March 22<sup>nd</sup>, 2018**

**Present:** CRO Gillian Gough, ACRO Darcy Dumont, Councillor Alexandria McMillan, Councillor Erika Erlandson, SAL Jazmin Evers, GM Caroline Cottrell and Jason Ventnor as the General Manager's Designate

**1. Call to order**

The meeting was called to order at 4:05 pm.

**2. Quorum**

Quorum was present.

**3. Business**

3.1 Outstanding Complaints

- Motion for the Committee to respond to the 16 complaints against the current Executive by referring them to the USSU's Code of Ethics and Discipline Tribunal.
  - o Put forward by Councillor Erlandson, seconded by Councillor McMillan.
  - o Motion passed.
- Complaint against VP Lau's alleged conduct on Facebook.
  - o This complaint was previously dealt with by the Committee when it was received.
  - o No motion was required.
- Complaint against Coden Nikbakht for campaigning at Louis' prior to the second Election Forum.
  - o The Committee determined that this was not a breach as it occurred only at the second Election Forum and at no other time.
- Complaint about unauthorized materials and posters.
  - o The material was removed upon seeing it. No further action was taken because the Committee was unable to determine who posted it.
- Complaint against Deena Kapacila and Jessica Quan.
  - o This complaint was dealt with at the ratification stage.

3.2 Ratification of Election results

- It was determined by the Committee that for the purposes of an election and s. 57 of the Bylaw, that an abstention does not count as a vote. Robert's Rules concerning abstentions are as follows: Abstentions are counted and noted, but not as a "yes" or "no" vote. An abstention does not affect the voting result. A member has a right to abstain and cannot be compelled to vote.
- Complaints regarding Deena Kapacila and Jessica Quan

- The complaints were in regards to section 54(4) of the Bylaw and Section 5 of the Election Policy. The complaints were determined to amount to a substantive breach of section 54(4) of the Bylaw and Section 5 of the Election Policy.
- Disqualification as per section 75(8) of the Bylaw. As per the Election Policy, disqualification is likely to occur in the case of
  - “c. Malicious or intentional breach of the Bylaw or elections policy;”
  - “An attempt to undermine the electoral process”.
- The motion to ratify the results and disqualify candidates Kapacila and Quan was put forward by Councillor McMillan, seconded by ACRO Dumont.
- The motion passed.

#### **4. Adjournment**

The meeting was adjourned at 7:00 pm.

## **MEMORANDUM OF UNDERSTANDING**

This document (the "MOU") is entered into on April 4th, 2018, between

**THE UNIVERSITY OF SASKATCHEWAN STUDENTS' UNION**

And

**CAMPUS LEGAL SERVICES**

April 2018

### **Preamble**

This document is intended to outline the working relationship existing between the University of Saskatchewan Students' Union (USSU) and Campus Legal Services (CLS) to establish a degree of institutional continuity in this partnership. Both the USSU and CLS provide information and advocacy for students in academic and non-academic matters. CLS and USSU recognize that students of the University of Saskatchewan face distinct challenges in their access to justice and we seek to address this need.

This document is established in the spirit of collaboration, recognizing that the mandates of both organizations are closely related, and that there are areas in which both the USSU and CLS can support one another in delivering their services.

This document is meant to reflect the current relationship between the USSU and CLS. It does not preclude the parties from considering alternative models of funding and/or methods of providing legal services in the future.

### **Article 1: Commitments of the USSU and CLS**

1.1 Both parties aim to foster a working relationship between the USSU Vice President, Academic Affairs and/or Vice President, Student Affairs and the Student Director(s) of CLS. This will be supported through the following:

1.1.1 Outgoing representatives of each party are to discuss the background and relevant information about said relationship with the individuals assuming these respective roles.

1.2 CLS will present to the USSU an annual report, including without limitation the following:

1.2.1 The number of students who sought services from CLS within the preceding academic year,

1.2.2 The number of files CLS volunteers opened within the preceding academic year, and

1.2.3 The areas of law in which CLS volunteers provided information and advocacy.

1.3 CLS is encouraged to present to the University Students' Council to outline the academic and non-academic advocacy services its volunteers provide.

1.4 The USSU is encouraged to present to CLS volunteers during their orientation regarding the academic and non-academic advocacy services the USSU provides.

1.5 The USSU agrees to maintain as part of its operating budget annual funding to support CLS' continued existence and provision of services to students. Any anticipated adjustments to this funding are to be the subject of consultation with the Student Director(s) and Supervising Lawyers(s) of CLS.

1.6 The USSU agrees to offer CLS in-kind support including but not limited to print and digital advertising and promotional materials.

1.7 This MOU will be reviewed by the parties at least once every three (3) years.



Caroline Cottrell  
Supervisor  
USSU General Manager



Professor Keir Vallance, CLS Faculty



**2017-2018 Campus Legal Services Stats**  
 As of March 28, 2018  
 Compiled by Desirée Steele, 3L CLS coordinator

This year, computer difficulties prevented our student volunteers from regularly collecting data on referrals, traffic during office hours, and client demographics. Despite this, the use of SharePoint for case file management allows us to gather some aggregate data, reflected below, supplemented by reports from volunteer teams regarding summary information, referrals, and other services not reflected by files opened.

Cases <b>2017-18 SharePoint Stats</b> Stats ... <input type="text" value="Find an item"/>				
✓	Title	Created ↓	Dispute Type	File Status
			<b>Count= 33</b>	<b>Count= 33</b>
	New File	March 20	Traffic Safety Court	Open
	ResTen - 2018 - 1	March 15	Residential Tenancies	Open
	DebCred - 2018 - 1	March 13	Debtor-Creditor	Open
	SmallClaims - 2018 - 2	March 8	Small Claims	Open
	SmallClaims - 2018 - 1	March 8	Small Claims	Open
	TrafficSafetyCourt - 2018 - 1	March 6	Traffic Safety Court	Closed
	AcadAppeal - 2017 - 5	November 30, 2017	Academic Appeal	Closed
	TrafficSafetyCourt - 2017 - 4	November 28, 2017	Traffic Safety Court	Closed
	ResTen - 2017 - 6	November 27, 2017	Residential Tenancies	Closed
	SmallClaims - 2017 - 2	November 20, 2017	Small Claims	Closed
	TrafficSafetyCourt - 2017 - 3	November 20, 2017	Traffic Safety Court	Closed
	SGIDed - 2017 - 1	November 9, 2017	S GI - Deductible	Closed
	AcadAppeal - 2017 - 4	November 8, 2017	Academic Appeal	Closed
	SmallClaims - 2017 - 1	October 31, 2017	Small Claims	Closed
	AAIAAppeal - 2017 - 2	October 19, 2017	AAIA Appeal	Closed
	<a href="#">/Lists/OfficeBookings/calendar.aspx</a>	October 19, 2017	AAIA Appeal	Open

In addition to these files, some students reported that a file naming error message prevented them from digitally recording an additional three case files that were opened.

Anecdotal descriptions of the case files opened this year support an estimate that at least 80% were for undergraduate clients and the remaining were for graduate students.

When asked about intakes that did not lead to a case file being opened, reports from student volunteers included the following:

“I've met with a handful of people (4—5) over the semester that came in for a quick question that did not really need to be filed (for example, one came in and asked for LSAT prep advice).”

“For both term 1 and term two off the top of my head I have:

- 2 students referred to FLAC
- 2 students advised to access professional legal services
- 1 student referred to CLASSIC”

In the course of one Tuesday afternoon shift in March, 2018, two volunteers dealt with approximately 14 inquiries. Of these, 10 resulted in referrals and the other four involved case files opened in SharePoint.

Referrals were made to agencies such as the Family Law Advice Clinic (FLAC), CLASSIC, Pro Bono Legal Services, Public Legal Education Association, and the USSU for non-legal services. Client interviews often included the provision of summary information and advice (the latter vetted by our supervising lawyer) and may have involved going through relevant legislation or policies with the client.

	Sept. 14	Sept. 21	Sept. 28	Oct. 5	Oct. 12	Oct. 19	Nov. 2	Nov. 30	Dec. 7	Jan. 4	Jan. 11	Jan. 18	Jan. 25	Feb. 1	Feb. 8	Mar. 1	Mar. 8	Mar. 29	Apr. 5
Abbasi, Aliya	P	P	A	R	P	P	P	P	R	P	P	R	R	P	P	R	P	P	
Cameron, Mason	P	P	P	A	P	P	R	P	P	R	P	P	P	P	P	P	P	P	
D'Eon, David	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P	P	P	
Dumont, Darcy	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	P	P	P	
Erlandson, Erika	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P	P	
Heintz, Austin James	P	P	P	P	P	P	P	P	R	P	P	P	R	P	P	P	P	P	
Kapacila, Deena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Kobes, Brent	P	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P	P	P	
Koh-Steadman, Noah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Lau, Crystal	P	A	A	P	P	P	R	P	P	P	P	P	P	P	P	P	P	P	
McMillan, Alexandria	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Murphy, Aidan,	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P	P	P	
Nagel, Madison	P	P	P	R	P	P	P	P	R	P	P	P	P	P	R	P	R	P	
Phillips, Kylie	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Quan, Jessica	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Roberts, Kiefer	P	P	P	P	P	P	P	P	P	R	P	P	P	P	P	A	A	P	
Samson, Kirsten	P	P	P	P	R	P	P	P	P	P	P	P	P	P	P	R	P	P	
Trudel, Keana	P	P	R	R	P	P	R	R	P	P	P	P	P	P	P	P	P	P	
Thomson, Emma	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	R	P	P	
MacPherson, Christy	NYA	NYA	NYA	NYA	NYA	P	P	P	R	P	R	R	P	P	P	R	R	P	
Gill, Mack	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	P	P	P	P	P	P	P	P	
Trinh, Brian	NYA	NYA	NYA	NYA	NYA	P	R	A	R	R	P	P	P	P	R	P	P	P	
Simons, Gabe	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P	P	P	
Shen, Kary	NYA	NYA	NYA	NYA	NYA	P	P	P	P	P	R	P	R	P	P	P	P	P	

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

CE - Communication Error PG: Permission Granted